



City of Eloy  
1137 WEST HOUSER ROAD  
ELOY, ARIZONA 85131  
PHONE: (520)466-3082  
FAX: (520)466-4092

## GENERAL INFORMATION

### RE: RIGHT-OF-WAY PERMITS

To Whom It May Concern:

Ordinance No. 7-22-1974 "It shall be unlawful for any company, corporation, firm or person to dig up or cause to be dug up or to tear up or to remove any part of the paving, sidewalk, curb or gutter across or along any street or alley in the city without first obtaining a permit therefore from the city. The City of Eloy adopted by resolution in August 2005 and revised in July 2008 a master fee schedule. The base fee is fifty dollars (\$50.00) plus 4% times the Sealed Engineer's construction cost estimate. See complete fee break down included in this right of way permit package.

At this time permits are being processed Monday through Thursday, from 7:00 a.m. to 6:00 p.m. **Processing time is up to five (5) working days.**

**Permit applicants have the option of faxing the application to (520)466-4092 however, please be advised that if your work plan or traffic control plan is not clear, too small, or lacks sufficient detail your application will not be processed.**

All Right of Way Permits issued by the City of Eloy require **at a minimum** the following prior to issuance:

1. All Contractors **MUST** provide proof of Insurance. Certificate of General Liability in the amount of **\$2,000,000** per occurrence. Certificate of Insurance must list the **City of Eloy as additional insured** and holding the City harmless and/or free of liability arising out of proposed work.
2. The City of Eloy may require additional assurances in a form satisfactory to the City.
3. Contractors shall provide evidence (example: State Contractor's License) that he/she is competent and equipped to do the proposed work.
4. Applicant and/or their Contractor and all Subcontractors must provide evidence (example: City of Eloy Business License) that he is legally allowed to perform work within the City of Eloy.
5. Completed CITY OF ELOY RIGHT-OF-WAY CONSTRUCTION PERMIT Application.
6. Itemized Engineer's Construction Costs Estimate.

7. Construction Schedule.
8. Plan of work to be done **MUST** include: north arrow, nearest street, nearest cross street, trench detail, dimensions of trench, pit, or boring; if work is performed in the shoulder you must include distance to pavement.
9. Traffic control plan in accordance to part VI of the Manual on Uniform Traffic Control Devices. In addition, your traffic control plan should include all of the information of the plan of work. (If work is in the shoulder please provide a plan showing the use of "shoulder work ahead" signs.)
10. The City of Eloy requires complete Soils Testing Reports. Test results must indicate that the backfill and compaction complies with the latest version of MAG standards that the City of Eloy has adopted.
11. Any vegetation removal shall be re-vegetated with approved plant-list species appropriate to site and surrounding native habitat. Appropriate, in the sense, means that re-vegetation will be done, to the extent practicable, with the same species and density present on undisturbed or nearby sites.
12. An Archeological Study may be requested by the City of Eloy.
13. An Environmental Study and clearance by the U.S. Fish and Wildlife shall be required when activities take place within Critical Habitat.
14. **Contractors performing commercial work MUST** provide a performance bond in the amount of 110% of the Construction Cost.
15. In addition, please note that work hours may be restricted on heavy traffic volume areas and roadways may not be closed unless approved by the City of Eloy Public Works Department. Should you have any questions concerning this communication or items relating to specific permitting details, call (520)466-3082.

Thank you for your cooperation!