



APPLICATION FOR SPECIAL USE PERMIT

TO THE DIRECTOR OF HIGHWAYS AND TRAFFIC, SAINT LOUIS COUNTY, MISSOURI
41 South Central Avenue, 6th Floor, Saint Louis, Missouri 63105
Phone: (314) 615-8515 Fax: (314) 615-7085

- 1) Name of Applicant: _____
- 2) Address of Applicant: _____
City: _____ State: _____ Zip: _____ Phone No.: () _____ - _____ Ext: _____
Emergency Contact: _____ Emergency No.: () _____ - _____
Contractor (if applicable): _____
- 3) Type of Development (check boxes): New Existing Residential Commercial Industrial
- 4) Description of Work: _____
- 5) Location of Work: _____
- 6) Master Drainlayers Name: _____ License Number: **D-**_____ **P-**_____
- 7) Proposed Starting Date: _____ 8) Days Required to Complete: _____
- 9) SL # _____ WL # _____ 10) Plumbing Permit Number: _____
- 11) PAC Number: _____ 12) MLD Number: _____
- 13) Applicant hereby agrees to restore and replace such street, avenue, boulevard, road, alley, public easement or highway disturbed or affected, and to conduct all work in accordance with the conditions of this permit. Permit Inspection Section shall be notified 24 hours prior to commencement of work at (314) 615-1102.
- 14) Applicant hereby acknowledges its responsibility to incur all costs which may result from damages to applicant's facilities at the location described herein, which may be caused by maintenance, construction, reconstruction, signing and any other work performed by the Saint Louis County Department of Highways and Traffic employees upon the County right-of-way over, under or across the location described herein.
- 15) Applicant agrees to perform all work in accordance with this permit and to indemnify and hold harmless Saint Louis County, its officers, agents and employees from all liability, judgments, costs, expenses and claims growing out of damage, or alleged damages of any nature to any person or property arising out of performance or non-performance of said work or the existence of facilities and/or appurtenances thereof.
- 16) **By typing or signing my name, I acknowledge that I have read and understand the above conditions and attached general provisions.**

Company Name Applicant's Signature Date

----- THE FOLLOWING IS FOR OFFICE USE ONLY -----

Arterial Road System County Road System

Fees Collected: _____ Number of Units: _____ Grading: _____ Date: _____ By: _____

Special Use Permit Number: _____ Map Location: _____

Special Use Permit General Provisions

- SECTION 1 The Department as referred to herein is the Saint Louis County Department of Highways and Traffic.
- SECTION 2 The Director as referred to herein is the Director of the Department of Highways and Traffic or his authorized representative.
- SECTION 3 The Applicant shall be the owner of the individual or legal entity having the legal right to the control of the facilities being constructed and repaired herein: provided, however, in the case of reshaping back slopes, the Applicant shall be the owner or the individual of legal entity having the legal right to the possession and control of the property adjacent to the Right-of-Way.
- SECTION 4 If the Special Use Permit Application is countersigned by Applicant's contractor, or the authorized representative of the Applicant's contractor. The contractor shall be held jointly responsible with all the requirements of this permit until the Director releases it.
- SECTION 5 At all times while any work is under construction within the County's Right-of-Way, Applicant shall display applicable warning signs, barricades, lights, and flares as described in the Manual of Uniform Traffic Control Devices ASA D6, 1-2000, which has been adopted by the Department, and shall provide flagman and/or other warning devices satisfactory to the Director.
- SECTION 6 All work shall be performed without unreasonable delay and in a workmanlike manner.
- SECTION 7 Applicant agrees to perform all work in accordance with this permit and to indemnify and hold harmless Saint Louis County, its officers, agents and employees from all liability, judgments, costs, expenses and claims growing out of damages, or alleged damages of any nature to any persons so property arising out of performance or non-performance of said work of the existence of facilities and/or appurtenances thereof.
- SECTION 8 All utility facilities shall be installed and located and all other work performed in accordance with the policies of the Saint Louis County Department of Highways and Traffic. All work shall be as directed by the Director or his authorized representatives.
- SECTION 9 The vertical clearance of overhead installation shall be no less than fifteen (15) feet - six (6) inches from the road surface.
- SECTION 10 All underground water lines installation shall have a minimum cover of 42 inches. All other underground installation shall have a minimum cover of 30 inches, except parallel direct burial underground telephone cable, which may have a minimum of 24 inches of cover. The Director may request greater minimums.
- SECTION 11 The Director, when deemed necessary may specify encasement requirements.
- SECTION 12 Cable, wire, small diameter pipe and other such appurtenances extending from the surface of the ground shall be equipped with covers or guards to improve their visibility, as permitted by this Department.
- SECTION 13 Roadway ditches, culvert and other such devices used to carry surface run-off shall be kept open, free and clean of debris, growth or other materials at all times.
- SECTION 14 All crossing of classified county roads shall be bored or pushed. Any voids occurring as a result of boring or pushing castings or other facilities under roadways or approaches shall be filled to the satisfaction of the Director by a method and with material approved by the Director.
- SECTION 15 Open cuts in pavements or stabilized shoulders shall be made only of specifically authorized by the Director.
- SECTION 16 Granular backfill to comply with the Standard Aggregate Specifications for Highway and Structures of Saint Louis County and graded to comply with size No. 4 of said specifications shall be used under pavement, stabilized shoulders and compacted by mechanical tamping methods on the lifts no greater than six inches, when pavement cuts are allowed.
- SECTION 17 Pavement replacement shall comply with the Saint Louis County Department of Highways and Traffic's Construction Specifications and Standards for Temporary Openings in Roadway Pavement and Details for concrete patches. Other improved surfaces shall be a material equal to or better than the type removed.
- SECTION 18 Frame and cover for manholes shall conform to the transverse and longitudinal pavement, slope and the top shall be on the exact finish grade.

- SECTION 19 Applicant shall protect roadway plant material, including trees and shrubs. Such materials and turf that are disturbed shall be restored as directed by the Director. Trees and scrubs shall not be trimmed, cut, moved or sprayed without specific permission from the Director.
- SECTION 20 All sidewalks, steps, driveway approaches, drainage facilities, erosion protection and/or roadway appurtenances in general which are removed or damaged as a result of the herein shall be repaired to the satisfaction of the Director. Applicants shall be responsible for such repairs.
- SECTION 21 In case of damage to other facilities located on County Right-of-Way that are placed with the permission of the Director. Applicant shall repair or replace such property to the satisfaction of the owner. In all cases, Applicant shall notify the owner of such damage immediately
- SECTION 22 Construction materials and equipment shall not be stored on the roadway pavement, shoulders, or any portions of the Right-of-Way. If the Applicant is performing work on or has a right to the property adjacent to the County's Right-of-Way, all materials and equipment shall be stored on that property.
- SECTION 23 Utility poles shall be allowed in medians of canalization islands.
- SECTION 24 The total cost of all construction, maintenance and removal of facilities and their appurtenances installed or placed under this permit shall be borne by the Applicant, his grantees, successors, heirs, and assigns.
- SECTION 25 The issuance of this permit by the Department does not relieve the Applicant of the responsibility obtaining other permits required by this or any other agency having jurisdiction.
- SECTION 26 No public way shall be obstructed or closed so as to inconvenience traffic, whether vehicular or pedestrian, contrary to these provisions, without specific permission of the Director.
- SECTION 27 Surety bonds are required for oversized and/or over weight applicants and other major operations. The Director shall establish Bond amounts and other requirements.
- SECTION 28 Except as otherwise provided by state law, Applicant and any Contractors shall maintain in effect from the beginning of construction continuously throughout the term of the Special Use Permit general liability insurance, with limits of not less than Two Million (2,000,000) per occurrence, covering bodily injury and property damage. Such insurance obligation may be satisfied from either a primary or an excess liability policy. Such insurance shall provide liability coverage for both the Applicant and County as additional insured and shall be so endorsed as to create the same liability coverage on the part of the insurer as though separate policies had been written for the Applicant and County. Applicant shall provide the County with an updated Certificate of Insurance on an annual basis. The Certificate shall indicate the County as additional insured. Applicants shall increase the limits of liability to those required by state statutory limits of liability for public entities. If any part of the work is sublet, similar insurance shall be provided by or in behalf of the Subcontractor to cover their operations.