



City of Palmer
Public Works Department
1316 S. Bonanza Street
Palmer, AK 99645

Phone: 745-3400 Fax: 745-3203

Permits may be emailed to avann@palmerak.org

Utility Permit Application

Utility Permit Number: _____ Permit received by: _____

Approved by: _____ Date: _____

Print Name/Title: _____

Email Address: _____

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The CITY OF PALMER, ALASKA, hereinafter called the *City*, under the provisions of AS 29.48.035(a), AS 29.48.050, and Section 13.04.040 of the Palmer Municipal Code, grants a Utility Permit to, and of _____ hereinafter called the *Permittee*, permission to construct, install and thereafter perform routine maintenance, use and operate a _____ hereinafter called the *Facility*, located as follows: _____ across, along or under property of the City, acquired and utilized in the operation and maintenance of a City right-of-way (ROW), at the locations and/or positions, and in strict conformance with plans, specifications and special provisions attached hereto and made a part hereof, and not otherwise.

In accepting this Utility Permit for the facility, the Permittee agrees to comply with the provisions, terms, requirements and regulations of the City of Palmer or as authorized under the applicable policies, directives and orders issued by the City manager and his/her designee.

The entire cost of routine maintenance and extension operations of the Facility are to be paid for by the Permittee and said facility shall comply with all applicable codes.

The Permittee's construction, installation and maintenance operations of the facility shall be accomplished in such a manner that it does not interfere with the use, operation and maintenance of the City ROW, and be performed with minimum interference and interruption of the City's use upon and along the public property, or as hereinafter provided in the City's special provisions, attached hereto and made a part hereof, and shall at all times in no way endanger the general public in its use of the public property.

The City, in granting this Utility Permit, reserves the right to use, occupy and enjoy its property for public transportation, and for certain times other public purposes. If any such use by the City shall at any time necessitate any change in location or manner of use of said facility, or any part thereof, such change or alteration shall be made by the Permittee.

The City, for the Utility Permit, hereby disclaims any representation or implication to the Permittee that it retains any title in any public property other than the interest convey to the City for specific purposes as described by the instrument conveying the land to the City.

The waiver of any breach of any of the terms or conditions of this Utility Permit or provisions of the Palmer Municipal Code by the City, shall be limited to the act or acts constituting such breach, and shall never be construed as being continuing or a permanent waiver of any such term or condition, unless expressly agreed to in writing by the parties hereto, all of which shall retain in full force and effect as to future acts or happenings, notwithstanding any such individual waiver or any breach thereof.

The Permittee agrees to comply with all regulations concerning present or future use of the public property.

The Permittee shall give the City not less than fifteen (15) working days prior written notice, unless otherwise agreed to by the parties hereto, of the Permittee's intention to enter upon the City's property for the purpose of major maintenance or reconstruction, altering or removal of a Facility; provided, however, that normal, routine maintenance is exempt from this provision and, provided further, that in any instance of sudden emergency requiring prompt and immediate action to protect the public safety, or to mitigate damage to private or public property, no notification to the City will be required for any work, and the Utility shall notify the City of the location of the emergency and extent of work required by the most expeditious means of communication as soon as reasonably possible to do so, and the Permittee shall take such measures as are required to protect the health and safety of the public for the duration of such emergency operations.

The Permittee agrees to forever indemnify the City of Palmer, including its agents and contractors against and save them harmless from all liability for damage to property, or injury to death of persons, including all costs and expenses incident thereto arising wholly or in part from or in connection with the existence of construction, alteration, maintenance, repair, renewal, reconstruction, operation, use or removal of the said facility as it pertains to the Borough property.

The Permittee agrees by entering on the City's property to indemnify the City and its contractors of all costs tangible or intangible that would be the result of any delay in a construction project of the City caused by work done under this Permit.

The Permittee is subject to all previous easements and Utility Permits and any damage to any other Utility will be the Permittee's responsibility.

The Permittee agrees to be responsible for the strict compliance of applicable Federal, State and local laws, regulations, codes and ordinances, including the Rural Electrification Construction Specification as applicable to the name Utility.

The Permittee agrees to be responsible for obtaining all other appropriate Permits or letters of non-objection needed from Federal, State, local agencies or lessees.

The Permittee is required, after completion of any improvement placed upon or in the premises herein, to deliver to the City as-built drawings showing the location and construction specifications of said improvement.

This Utility Permit is issued under the provisions of applicable Alaska Statutes and the Palmer Municipal Code effective as of the date of execution of this instruction by the City.

The Permittee agrees that the facility will be constructed in accordance with the attached:

- a.) Plans dated: _____, consisting of _____ pages
- b.) Specifications consisting of page _____ through page _____; and
- c.) (Other) _____ which, by this reference, are made a part hereof.

Signature: _____

Print Name: _____

Title: _____

City of Palmer, Alaska application is hereby made for permission to place, construct and thereafter maintain a _____ facility in, on along, or across the right-of way of the City of Palmer, AK.

1.) The facility is to be located: _____

2.) Location and extent of required clearing: _____

3.) Joint use with: _____

In accordance with _____ attached as Exhibit _____

4.) Facility to be constructed in accordance with the following:

- a. Plans dated _____, consisting of _____ pages.
- b. Specifications dated _____, consisting of _____ pages.
- c. In conformance with (Code) _____

5.) Work to commence on or about _____ and to be completed on or about _____.

The applicant in carrying out any or all the work herein above mentioned or referred to in this application, and in the authorized Utility Permit issued therefore, shall strictly conform to the terms of such Utility Permit; and any revisions thereto, and such policy directive as issued by the City Manager of the City of Palmer.

Electrical, Communications, Cable Television, and Natural Gas

OVERHEAD FACILITY:

- Number of circuits: _____
- Phase: _____
- Conductor type and size: _____
- Structure type: _____
- Minimum vertical clearance: _____
- Offset from property line: _____
- Length of installation: _____
- Crossing angle: _____

UNDERGROUND FACILITY:

- Conductor type and size: _____
- Transmission main and size: _____
- Voltage and phase: _____
- Pressure: _____
- Number and size of conduits: _____
- Size and type of encasement: _____
- Depth below street elevation: _____
- Length of installation: _____
- Offset from property line: _____
- Crossing angle: _____
- Method of installation: _____ Trenching _____ Plowing _____
- Requested method of crossing: Bore _____ Jack _____ Open cut _____
- Codes applicable: _____
- Additional information: _____

The applicant shall comply with regulations of all other governmental agencies and the work shall be accomplished in a manner that will not be detrimental to the public way and appurtenances nor in any manner endanger the public.

Applicant: _____

Address: _____
Phone: _____ Fax: _____
Signature of Authorized representative: _____
Print Name: _____
Title: _____ Date: _____

Special Conditions to Utility Permits

All work within the right-of-way will be accomplished per City of Palmer Standard Specifications 2018.

1. Utility locates are required while working in roadways and rights-of-way or service line installations to properties. The City of Palmer requires minimum of 24-hour (working day) notice prior to construction. Please call 8-1-1 to schedule locates.
2. Installation of utilities (poles, pedestals, and transformers) shall be at least ten (10) feet from fire hydrants, manholes and water service key boxes and underground utilities and service lines shall be at least five (5) feet from fire hydrants, manholes and water service key boxes.
3. Ridged steel conduit shall be place under roadway crossings on paved or gravel road surfaces. Alleyways are also included for open cut trenching methods.
4. Utility installation bored or open cut method crossing any street or alleyway (utility mains or service lines within the entire ROW.) will be required to be a minimum of 3' 0" deep.
5. **Open cut method:** open cuts crossing any street or alleyway shall be inspected by City of Palmer prior to backfilling, with 24-hour notification. Normal working days are Monday through Friday 8:00 am to 5:00 pm. After hours for work requests can be made to the City of Palmer Public Works Director or Maintenance Superintendent. After-hours call-out fees may apply. All material removed from excavation shall be hauled away and trench refilled to City Specification Detail # 40-2 and compacted to 95% in not more than 12" lifts. Compaction tests will be required and submitted by fax 907-745-3203 or email gwickham@palmerak.org within 3 working days. Notate utility permit number on the compaction report.
6. If over excavation is required more than 3' 0" of segregated material may be used below compacted to 95% in not more than 12" lifts.
7. All damage to concrete sidewalks, curb and gutters or any other city owned utility shall be replaced by utility company under the direction of the Public Works Director or Maintenance Superintendent and will comply with the City of Palmer 2018 Standard Specifications.
8. All damage to ditch flow lines will be restored to the satisfaction of Public Works Director or Maintenance Superintendent.
9. Any disturbed grass or landscaped areas shall be restored to property owner and/or City's satisfaction.
10. All utility reconstruction work (concrete sidewalks curb and gutter, asphalt surface, gravel surface) within roadways shall have a **two-year** warranty period per City of Palmer Standard Specifications Division 10. Warranty period commences upon completion date and notification from utility to City of Palmer Public Works Director or Maintenance Superintendent.