



**FOR OFFICE USE ONLY**  
 PERMIT NO. \_\_\_\_\_  
 NO. OF LOCATIONS \_\_\_\_\_  
 ANNUAL GENERAL NO. \_\_\_\_\_  
 DATE RECEIVED \_\_\_\_\_

**CITY OF DUNEDIN**  
 PINELLAS COUNTY, FLORIDA  
**RIGHT-OF-WAY PERMIT**  
 Article X of Chapter 78 of the Dunedin City Code  
 Policy Directive dated July 27, 2018

***INSTRUCTIONS: This form, as well as all supporting documents, shall be submitted to eng-rowpermits@dunedin.gov***

The CITY OF DUNEDIN, a Florida municipal corporation of the State of Florida, hereinafter called the City, hereby grants

to \_\_\_\_\_  
 (Name of Utility) (Business Address) (City) (State) (Zip Code) (Contact No.) (Business Email Address)

hereinafter called the Utility, a Permit to construct, install, maintain, repair, expand, remove or locate for the scope of work described as

\_\_\_\_\_  
 \_\_\_\_\_

as shown in the attached documentation in, under, over, on or across any rights-of-way in the city at the following location:

Beginning Street Address: \_\_\_\_\_  
 Ending Street Address: \_\_\_\_\_  
 Section \_\_\_\_\_ Township \_\_\_\_\_ South, Range \_\_\_\_\_ East, Subject to the following provisions and conditions:  
 Estimated Project Cost: \_\_\_\_\_ Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_  
 Project Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

**The Utility shall provide weekly locations and schedules of proposed work or shall notify the City two (2) hours prior to any construction in the rights-of-way not otherwise provided on weekly maps and schedules. The Utility shall notify the City within twenty-four (24) hours of completion. On the final day of scheduled construction, an inspection by the City shall take place. Please contact the Engineering Division at 727-298-3178 or send an email to eng-rowpermits@dunedin.gov.**

**Commencement of Construction shall take place as soon as possible after issuance of a permit by the City, but not later than 20 days after line location. If construction of an approved plan is not commenced within three (3) months of the issuance of the necessary permit, unless the utility provides good cause in writing for the delay, it is presumed that the utility failed to proceed expeditiously, and the City staff shall revoke any permits issued to the utility. Once commenced, construction within the rights-of-way shall not exceed ten (10) working days, unless otherwise provided for in the permit.**

Name, business address, telephone number and business email address of the agent of the utility applying for the permit on the utility's behalf, if the utility is not directly applying for the permit (attach additional pages as necessary). Under penalty of perjury, the person completing the information and filing this application is an authorized agent of the utility with the authority to submit the application on the utility's behalf.

\_\_\_\_\_  
 (Authorized Agent Name) (Business Address) (City) (State) (Zip Code) (Contact No.) (Business Email Address)

Name, business address, telephone number and business email address of employees, contractors and any/all other agents retained to perform work under this permit.

\_\_\_\_\_  
 (Employee/Contractor/Agent Name) (Business Address) (City) (State) (Zip Code) (Contact No.) (Business Email Address)

\_\_\_\_\_  
 (Employee/Contractor/Agent Name) (Business Address) (City) (State) (Zip Code) (Contact No.) (Business Email Address)

\_\_\_\_\_  
 (Employee/Contractor/Agent Name) (Business Address) (City) (State) (Zip Code) (Contact No.) (Business Email Address)

Documentation required with this application submittal applicable to Article X of Chapter 78 of the Dunedin City Code to include but, not limited to:

- Detailed drawings, sketches, site plan, survey, design standard specifications (including photos) of proposed site and work.
- Historical Designation (must provide supporting documentation)
- MOT Plan.
- All applicable Certificates of Insurance pursuant to § 78-550
- Bar chart/schedule containing a detailed description of each phase of proposed work.
- Proposed greenery trimming/removal plan.
- Proposed camouflage plan and Environmental Compatibility Plan.
- Repair, Performance and/or Maintenance Guarantee pursuant to § 78-519 (a).
- Regulatory Agency Authorizations/Permits.
- Collocation plan: If yes, provide any/all applicable agreements. If no, applicants shall demonstrate compliance with Sec. 78-523 with respect to collocation by providing a cost comparison, signed and sealed by a FL Registered Engineer, justifying their proposed installations.
- Operating under City Franchise Agreement: If, yes provide documentation.
- Operating under City Annual General Permit: If, yes provide documentation.
- Communications Registration
- Application fee: If exempt, provide proof of payment of the communication service tax pursuant to Florida Statutes.
- Land Use and Zoning

1. Any/all plans submitted shall not unreasonably or unnecessarily conflict with, create access difficulty, or otherwise adversely affect the city's use and construction of any of its utilities.
2. All underground crossing installations shall be installed at a minimum depth of 36 inches below pavement.
3. The Utility shall furnish the City with a survey showing the exact locations of all facilities to be installed pursuant to this permit, said survey to be sufficiently detailed to allow location of said installation by reference thereto. Attached sketches, site plan or other detail sheets covering details of this installation, shall be a part of this permit. All survey and corner monuments subject to displacement shall first be referenced and later reset by a Florida Registered Land Surveyor.
4. Failure to fully and accurately complete this application form, and to provide all of the supplemental information and documentation required in support of this application, will result in the City's determination that the application is incomplete, requiring the Utility to either satisfy the deficiencies identified or have the application denied.
5. Construction shall not begin prior to Utility's procurement of all necessary permits and authorizations which are required in the conduct of its business, including, but not limited to, any utility joint use attachment agreements, conduit use agreements, microwave carrier licenses, and any other permits, licenses and authorizations to be granted by duly constituted regulatory agencies having jurisdiction over the operation of the Utility.
6. **By signing this document, the applicant verifies that it is a utility, as defined by the City's code, authorized by the City's code and Florida law to construct, maintain, renew/remove, and operate facilities in the public's right-of-way and that no changes to this form have been made. Applicant further verifies that it has reviewed and is compliant with all requirements set forth in Article X of Chapter 78 of the Dunedin City Code and the Dunedin Public Works Department's Utility Accommodations Guide.**

**THE UTILITY NOTIFICATION CENTER "SUNSHINE",**  
**(811) MUST BE NOTIFIED 48 HOURS IN ADVANCE OF**  
**OF CONSTRUCTION**

\_\_\_\_\_  
On behalf of the Utility Applicant (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**TO BE COMPLETED BY THE CITY OF DUNEDIN ENGINEERING DIVISION**

**Circle all that apply:**

Road Closure form completed	Yes	No	N/A	
Sod Required	Yes	No	N/A	
Open Cut/Pavement to be Restored	Yes	No	N/A	(must provide reason for open cut)
Jack and Bore	Yes	No	N/A	
Arborist Approval	Yes	No	N/A	
Directional Bore	Yes	No	N/A	
LPA & Commission Action Required	Yes	No	N/A	
As-Builts Required	Yes	No	N/A	
COI and Applicable instruments to Risk Mgmt./HR	Yes	No	N/A	
Traffic Approved	Yes	No	N/A	
Utilities Approved	Yes	No	N/A	
Design Standards Approved	Yes	No	N/A	
Zoning Approved	Yes	No	N/A	
Historical Designation	Yes	No	N/A	(must provide supporting documentation)
All other	Yes	No	N/A	

Special conditions and instructions \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommended for approval by: \_\_\_\_\_  
Engineering Division/**Print Name**

Recommended for approval by: \_\_\_\_\_  
Engineering Division/**Signature** Date

Approved by: \_\_\_\_\_  
Director of Utilities/City Engineer Date