



Development Services Section  
 Public Works Department Telephone: 503-588-6211  
 555 Liberty Street SE, Room 325 TTY: 503-588-6292  
 Salem OR 97301-3508 FAX: 503-588-6025

FRANCHISE UTILITY CONSTRUCTION:  
 APPLICATION

Permit No.

		-					
--	--	---	--	--	--	--	--

**FRANCHISE UTILITY CONSTRUCTION: APPLICATION**

Reference: SRC Chapter 35

Utility Company Name: \_\_\_\_\_ P.O. No.: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

24-Hour Emergency Phone Number: \_\_\_\_\_

Project Location: Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_ City Utility Grid Map No.: \_\_\_\_\_

**Project Address:** \_\_\_\_\_ **Project No.:** \_\_\_\_\_

Project Description/Comments: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

**Franchise Permit Design Requirements:**

1. Three sets of construction plans: Show alignment and dimensions of proposed utility from property line or face of curb; show existing utilities, name of existing streets, cross streets, north arrow, name of subdivision (if applicable), show street and sidewalk alignment if removal and replacement is required during construction, show proper depth of installation, 30-inch in street, 36-inch behind curb minimum cover.
2. Note the following on submitted plans:
  - a. All work in public right-of-way and removal and replacement of all City of Salem improvements shall conform to Public Works "Design Standards" and "Standard Construction Specifications."
  - b. Franchisee shall have a copy of "Franchise Permit" and approved construction drawing by the City of Salem prior to start of construction.
  - c. City Franchise Utility Inspector requires **24 hours** notice prior to start of work 503-589-2021.
  - d. Traffic control shall conform to the requirements of the *Traffic Control Manual for Maintenance and Construction*.
  - e. A copy of an **approved** permit and construction drawings must be on the job at all times that work is being performed.
3. Permittee shall indemnify, defend, and save harmless the City of Salem, its officers, employees, and agents from any and all claims arising out of or in connection with any work done under this permit.
4. This permit may be revoked at any time by the Public Works Director or his designee.

**Attention:** Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center. (Note: The telephone number for the Oregon Utility Notification Center is 503-232-1987 or 1-800-332-2344.)

Applicant Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

This application is valid for 180 days from the date of approval. Extension may be granted at the discretion of the Public Works Department.

Check \$ \_\_\_\_\_ Check # \_\_\_\_\_ Cash \$ \_\_\_\_\_ Credit \$ \_\_\_\_\_ Billed \$ \_\_\_\_\_ Rec'd \_\_\_\_ / \_\_\_\_ / \_\_\_\_ By \_\_\_\_\_