



**Permit to Work or Excavate  
in the Public Right of Way  
APPLICATION**



**VILLAGE OF WOODLAWN**  
Service Department-Public Works  
130 Marion • Woodlawn, OH 45215  
Phone: (513) 771-6130  
www.beautifulwoodlawn.us

DATE \_\_\_\_\_ PERMIT FEE \$ \_\_\_\_\_

BOND AMT. REQUIRED \$ \_\_\_\_\_ BOND NO. \_\_\_\_\_

**FOR OFFICE USE ONLY  
PERMIT NO.**

PERMIT APPLICANT \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-Mail \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**PROJECT INFORMATION**

PROJECT OWNER \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-Mail \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_

ESTIMATED START DATE: \_\_\_\_\_ ESTIMATED END DATE: \_\_\_\_\_

(Click in box or use fill-in area)

TYPE OF WORK:

WATER	ELECTRIC	GAS	TELEPHONE	SANITARY	DOWNSPOUT
DRIVEWAY	STORM SEWER	CATV	LAWN IRRIG.	OTHER:	
OPEN	TRENCHER	BORE			
ROADWAY	SIDEWALK	GRASS	MEDIAN	OTHER:	
ESTIMATED TRENCH SIZE:	LENGTH:	WIDTH:	DEPTH:		
MATERIAL:	TYPE & SIZE OF PIPE:	OTHER:			

EXCAVATION TYPE:

EXCAVATION LOCATION:

ESTIMATED TRENCH SIZE:

MATERIAL:

**INSTRUCTIONS TO APPLICANT**

1. APPLICANT ACKNOWLEDGES FULL RESPONSIBILITY FOR THE EXCAVATION AND REPLACEMENT OF ROADWAY, SIDEWALK, AND GRASS AREA UNTIL PERMIT IS RELEASED BY THE VILLAGE OF WOODLAWN.
2. APPLICANT MUST CALL THE PUBLIC WORKS DIRECTOR AT (513) 771-1942 FOR INSPECTION 24 HOURS PRIOR TO BACKFILLING EXCAVATION SITE.
3. APPLICANT MUST PROVIDE THE VILLAGE WITH PROJECT PLANS OR A SKETCH OF THE PROJECT AREA.

SPECIAL INSTRUCTIONS: \_\_\_\_\_

THE UNDERSIGNED AGREES TO PERFORM THE ABOVE IN ACCORDANCE WITH ALL ORDINANCES, RULES AND REGULATIONS OF THE VILLAGE OF WOODLAWN, OHIO, RELATING THERETO. THE UNDERSIGNED FURTHER AGREES TO BE FULLY RESPONSIBLE FOR THEIR OPERATIONS AND TO HOLD THE VILLAGE OF WOODLAWN HARMLESS FROM ANY AND ALL CLAIMS, DAMAGES, AND CAUSES FOR ACTION WHATSOEVER WHICH MAY ARISE FROM WORK PERFORMED UNDER THIS PERMIT.

**APPLICANT'S SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PLEASE PRINT NAME** \_\_\_\_\_

PERMIT IS GRANTED SUBJECT TO ALL LAWS OF THE STATE OF OHIO AND THE VILLAGE OF WOODLAWN, OHIO. FAILURE TO COMPLY WITH THE ABOVE LAWS SHALL BE CAUSE FOR REVOCATION OF THIS PERMIT AND/OR LIABILITY AND COST FOR ANY DAMAGES.

**APPROVED BY:** \_\_\_\_\_ **DATE** \_\_\_\_\_

