



Public Works Department
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Commerce City, CO 80022

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Right-of-Way (ROW) Permit Information Sheet

A Right-of-Way Permit is required when the roadway surface is disturbed for repair or installation of a facility or public improvement, including shoulders and sidewalks. The work that is covered under the permit is labor performed on or within a public right-of-way, including but not limited to construction of streets and all related appurtenances, fixtures, improvements, sidewalks, driveway openings, bus shelters, bus loading pads, street lights and traffic signal devices. Work also means the installation of overhead poles used for any purpose and the construction, maintenance and repair of any underground structures such as pipes, conduit, ducts, tunnels, manholes, vaults, buried cable, wire or any other similar structure located below surface.

Requirements:

- Must have a valid Contractors License and Insurance with the City.
- Applicant must be able to pay with **check, cash** or **credit card** at the time the permit is issued.
- Applicant must submit a **Traffic Control Plan** at the time the permit is issued.
- Applicant must be able to provide the following information:
 - Job site location and description of work being done.
 - Start/end dates for the project.
 - Who will repair the pavement?
 - Who will provide barricades?
 - How many square feet of **asphalt** or **concrete** roadway will be disturbed?
 - How many linear feet of **concrete**?
(Sidewalk, curb/gutter, drive apron, etc.)
 - Will there be any lane closures?
 - How many feet will the lane be closed?
 - How many days will the lane be closed?
 - Will there be any bore pits?
 - Size of the bore pits.
 - Length of the bore **(in the City's Right-of-Way only)**.
 - Total value of the project.