

## **CITY OF LUDLOW**

**51 Elm Street  
Ludlow, Kentucky 41016**

**Telephone (859) 491-1233  
Fax (859) 491-2966**

### **ATTENTION ALL UTILITIES AND THEIR CONTRACTORS:**

PERMISSION TO PERFORM WORK WITHIN THE DEDICATED PUBLIC RIGHT-OF-WAY HAS BEEN REQUESTED BY \_\_\_\_\_ IN ACCORDANCE WITH CITY ORDINANCE NO. 2003-8. IN APPROVING THIS APPLICATION, THE PERMIT HOLDER / CONTRACTOR SHALL BE HELD RESPONSIBLE FOR THE FOLLOWING:

- 1.) Compaction within the right of way is required. Refer to the Subdivision Regulations for Incorporated and Unincorporated Kenton County, Kentucky, Appendix B, Item 1.0. Written compaction results will be provided to the Public Works Project Manager.
- 2.) All excavations, bore pits, road cuts, service taps, or repairs shall be backfilled at the end of each working day, or other arrangements should be made with the inspector.
- 3.) Pre-Construction meetings are recommended and encouraged.
- 4.) No fixed structure shall be allowed within four (4) feet of the edge of any pavement, or which will hamper maintenance of drainage facilities.
- 5.) The permit holder / contractor agrees to save the City of Ludlow harmless from any action for damages arising out of its prosecution of the work described herein.
- 6.) All restoration of the roadway or rights-of-way shall be to the satisfaction of the Subdivision Regulations and the Public Works Project Manager.
- 7.) Work zone traffic control, roadway signs, and markings must be utilized, and in full conformance with the Manual on Uniform Traffic Control Devices, current edition.
- 8.) Kentucky Labor Cabinet, Occupational Safety and Health (OSHA) standards 803 KAR 2.415 and 803 KAR 1.309 (Trenching / Shoring, confined spaces) will be observed by the inspector. Any unsafe conditions, in the opinion of the inspector, will be brought to the permit holder's / contractor's attention. If the situation is not immediately rectified, the OSHA Division of Compliance will be notified immediately, in writing.
- 9.) A twenty-four hour (24 Hr.) notice of inspection is required for any work performed within the City's right-of-way.
- 10.) Bond in the amount of \$5,000.00 cash, or from a surety company registered in the Commonwealth of Kentucky is required.
- 11.) Plans should detail all work in the right-of-way.
- 12.) Questions should be directed to the Public Works Project Manager at (859) 415-2868.

# ENCROACHMENT PERMIT APPLICATION

## CITY OF LUDLOW COUNTY OF KENTON COMMONWEALTH OF KENTUCKY

### Applicant Information

Name \_\_\_\_\_

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

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

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

### Project Information

Access Control:

☐ By Permit ☐ Partial ☐ Full

Street Name \_\_\_\_\_

Nearest Intersection \_\_\_\_\_

### Type of Encroachment

- ☐ Commercial Entrance  
Business \_\_\_\_\_
- ☐ Private Entrance  
☐ Single Family ☐ Multi Family
- ☐ Utility  
☐ Overhead ☐ Underground
- ☐ Grading  
☐ Filling ☐ Landscaping
- ☐ Airspace  
☐ Agreement ☐ Lease
- ☐ Other—Please Specify \_\_\_\_\_  
\_\_\_\_\_

### Attachments

- ☐ Standard Drawings
- ☐ Applicant's Plans
- ☐ Highway Plan and Profile
- ☐ Ponding
- ☐ Tree Cutting / Trimming
- ☐ Bond Required \$5,000 min.

### Brief Description of Work:

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\_\_\_\_\_  
Applicant

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Approval (City Engineer)