



723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.742.8220
Web: stillwaterok.gov

Public Way Permit Application Per Chapter 37, Sec. 37-97, Sec. 37-98, Sec. 37-99 and Sec. 37-100

Permit No.:	Permit Issue Date:
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Date _____ **Public Way Permit Fee: \$50.00** Date Paid: _____

Licenses Street Works Contractor Name: _____ License # _____

Explanation of Work Being Performed: _____

COMPLETE THE FOLLOWING SECTIONS:

SECTION 1:

☐

Minor Permit Work

☐

Major Permit Work

Address Where Work is to be Performed: _____

Date(s) of Work: _____ Start Time: _____ Stop Time: _____

Any proposal to temporarily reopen any roadway for any period? _____

Name of subcontractor(s) working under the Applicant's responsibility and authority:

List of Emergency Contacts for: _____

(Company Name)

<u>Company's Local Emergency Contact is:</u>	<u>Company's Local Emergency Contact is:</u>
<u>Contact Person(s) Mailing Address:</u>	<u>Contact Person(s) Mailing Address:</u>
<u>Contact Person(s) Email Address:</u>	<u>Contact Person(s) Email Address:</u>
<u>24-hour Emergency Phone Number/Pager and Fax No.:</u>	<u>24-hour Emergency Phone Number/Pager and Fax No.:</u>

MUST ATTACH THE FOLLOWING:

PLEASE CONTINUE ON PAGE 2.

Form Date: 07.2024

Public Way Permit Application

- ☐ Lane Rental/Closure Request (Sec. 37-97(4))
- ☐ Erosion Control Plan (Sec. 37-97(8))
- ☐ Three (3) sets of: (Sec. 37-97(9))
 - ☐ Traffic Control Plan per MUTCD
 - ☐ Temporary Traffic Control Schedule outlining public way closings for the duration of the project
 - ☐ Plans identifying construction routes

THE ABOVE DOCUMENTS SHALL BE REVIEWED PRIOR TO ISSUANCE OF THE PERMIT.

SECTION 2:

☐ Not Applicable

Per Section 37-98: Lane Rental Fee

☐ Number of Days of Lane Rental: _____ @ \$125.00 per lane per day **over two (2) days**

Per Section 37-99: Disruption Fee

☐ Parking Disruption Fee:

- Number of Days of Parking Disruption: _____ Number of Spaces Needed: _____
@ \$10.00 per space per day **exceeding 10th day**. EXCEPTION: *When adjacent lane is closed, parking disruption fee is not charged. Fee not required when parking space disrupted for Development Project and there is no other option for staging.*

☐ Sidewalk Disruption Fee:

- Linear Feet of Detour Route of Sidewalk Closed by Construction: _____ @ \$1.00 per linear foot of detour route. EXCEPTION: *When an accessible sidewalk is available to pedestrians on the side of the street immediately opposite and across from the disrupted sidewalk.*

Per Section 37-100: Permit Bonds (where applicable)

- ☐ Construction Route Bond in the amount of \$100,000 per block of approved Construction Route
Number of Blocks of Construction Route _____ Bond Amount: \$ _____
- ☐ Replacement Value Bond (Full Replacement Cost of Infrastructure as determined by Stillwater Transportation Department x PCI)/100)
Bond Amount: \$ _____

PENALTIES:

Sec. 37-105. Failure to Apply.

Any person failing to comply with Article III shall be precluded from obtaining any Public Way Permit or performing any further construction within the City as indicated below:

- 1st offense, 1-month preclusion from the date of notification;
- 2-3 offense, 3-month preclusion from the date of notification;
- 4+ offenses, 6-month preclusion from the date of notification.

Sec. 37-106. Enforcement.

Remedies for Violations. If a permit holder violates any provision of this chapter, the City Manager may, after providing notice, take one or more of the following actions:

- (1) Impose liquidated damages in the amount, if any, provided in the Public Way Permit, whether per day, incident, or other measure of violation. Payment of liquidated damages does not relieve the Public Way Occupant of its obligation to meet the requirements of this chapter.
- (2) Impose penalties as established herein or by action of the City Council.
- (3) Reduce the duration of the Public Way Permit on any basis the City determines is reasonable and affords the Public Way Occupant reasonable due process.
- (4) Revoke the Public Way Permit pursuant to its terms or applicable law.

Sec. 37-107. Civil Penalties.

The City Manager shall have the authority to assess civil penalties against a permit holder for failure to comply with the terms of its Public Way Permit or any other portions of this chapter. Any such assessment must be provided to the permit holder in writing with a Notice of Violation and provide for a reasonable opportunity to cure the violation, provided that the violation is not a result of inclement weather. If the Public Way Occupant fails to remedy the deficiency by the end of the allowed period, the penalty amounts shall begin to accrue and shall continue to accrue until the date that the deficiency is corrected.

- (1) For effecting or attempting to effect a transfer of Public Way Permit without approval: TWO THOUSAND DOLLARS (\$2,000.00) per day for each violation;
- (2) For failure to supply information or reports required under the terms of a Public Way Permit or applicable law or by the City: FIVE HUNDRED DOLLARS (\$500.00) per day for each violation;
- (3) For failure to pay Fees imposed by this chapter or maintain Bonds required herein: ONE THOUSAND DOLLARS (\$1,000.00) per day;
- (4) For failure to restore or repair damages to private property: TWO HUNDRED DOLLARS (\$200.00) per day, in addition to the cost of the restoration;
- (5) For any other violations of the City Code, Public Way Permit, or other applicable law: FIVE HUNDRED DOLLARS (\$500.00) per day for each violation.

Notes for Figure 6H-8—Typical Application 8
Road Closure with an Off-Site Detour

Guidance:

1. *Regulatory traffic control devices should be modified as needed for the duration of the detour.*

Option:

2. If the road is opened for some distance beyond the intersection and/or there are significant origin/destination points beyond the intersection, the ROAD CLOSED and DETOUR signs on Type 3 Barricades may be located at the edge of the traveled way.
3. A Route Sign Directional assembly may be placed on the far left corner of the intersection to augment or replace the one shown on the near right corner.
4. Flashing warning lights and/or flags may be used to call attention to the advance warning signs.
5. Cardinal direction plaques may be used with route signs.

Figure 6H-8. Road Closure with an Off-Site Detour (TA-8)

2 lane Local Street, Detours are optional if each end of the the Block is accessible by a cross street at each end.

When possible place a Type III with "Road Closed to Thru Traffic" at each end off of pavement.

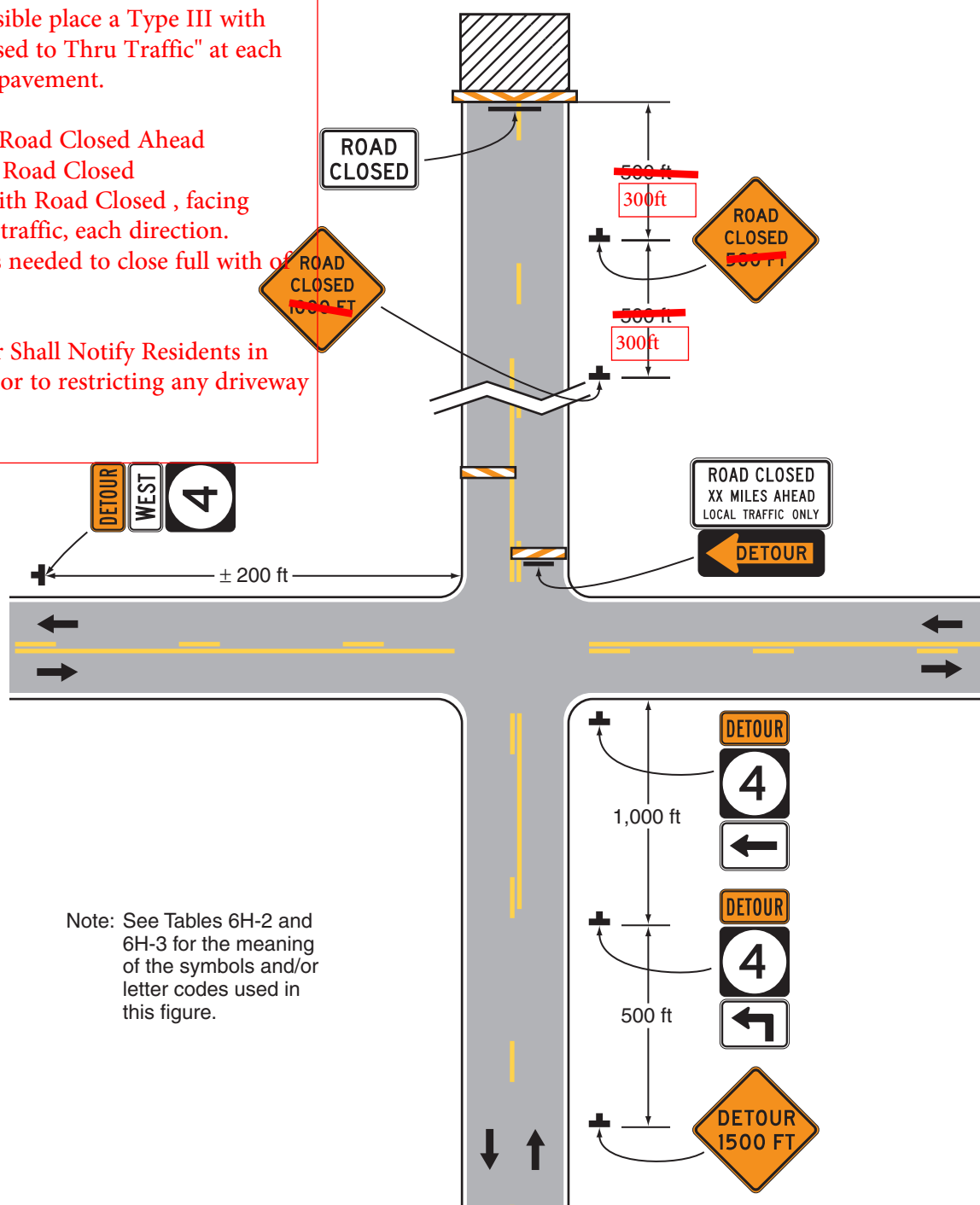
Sign "A" - Road Closed Ahead

Sign "B" - Road Closed

Type III with Road Closed , facing oncoming traffic, each direction.

Type III as needed to close full with of road

Contractor Shall Notify Residents in writing prior to restricting any driveway access.



Typical Application 8

Notes for Figure 6H-9—Typical Application 9 Overlapping Routes with a Detour

Support:

1. TTC devices are shown for one direction of travel only.

Standard:

2. **Devices similar to those depicted shall be placed for the opposite direction of travel.**

Guidance:

3. *STOP or YIELD signs displayed to side roads should be installed as needed along the temporary route.*

Option:

4. Flashing warning lights and/or flags may be used to call attention to the advance warning signs.
5. Flashing warning lights may be used on the Type 3 Barricades.
6. Cardinal direction plaques may be used with route signs.

Figure 6H-9. Overlapping Routes with a Detour (TA-9)

2 lane Local Street, Detours are optional if each end of the the Block is accessible by a cross street at each end.

When possible place a Type III with "Road Closed to Thru Traffic" at each end off of pavement.

Sign "A" - Road Closed Ahead

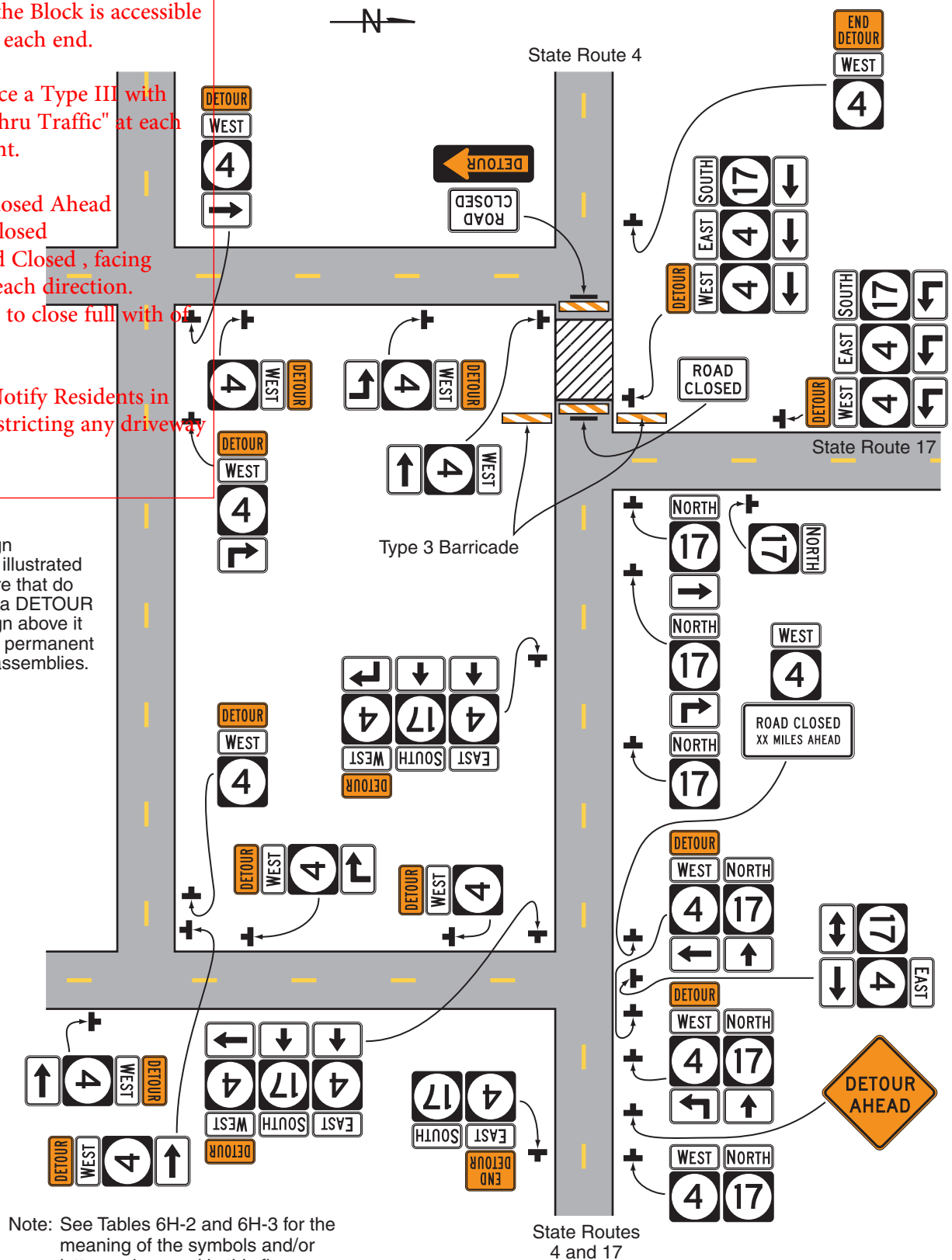
Sign "B" - Road Closed

Type III with Road Closed , facing oncoming traffic, each direction.

Type III as needed to close full width of road

Contractor Shall Notify Residents in writing prior to restricting any driveway access.

Note:
All route sign assemblies illustrated on this figure that do not include a DETOUR auxiliary sign above it are existing permanent route sign assemblies.



Note: See Tables 6H-2 and 6H-3 for the meaning of the symbols and/or letter codes used in this figure.

Typical Application 9

Notes for Figure 6H-28—Typical Application 28

Sidewalk Detour or Diversion

Standard:

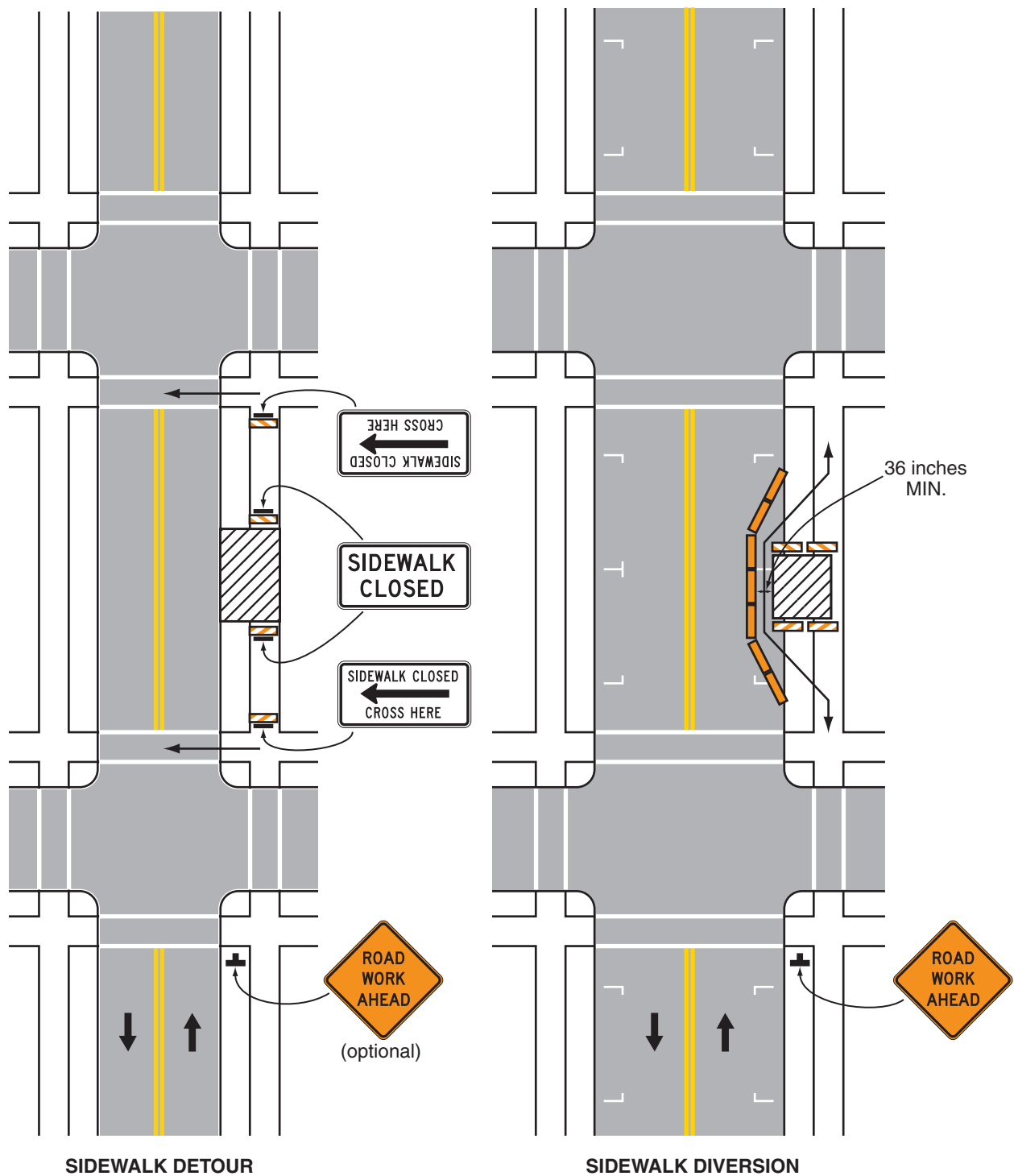
1. When crosswalks or other pedestrian facilities are closed or relocated, temporary facilities shall be detectable and shall include accessibility features consistent with the features present in the existing pedestrian facility.

Guidance:

2. *Where high speeds are anticipated, a temporary traffic barrier and, if necessary, a crash cushion should be used to separate the temporary sidewalks from vehicular traffic.*
3. *Audible information devices should be considered where midblock closings and changed crosswalk areas cause inadequate communication to be provided to pedestrians who have visual disabilities.*

Option:

4. Street lighting may be considered.
5. Only the TTC devices related to pedestrians are shown. Other devices, such as lane closure signing or ROAD NARROWS signs, may be used to control vehicular traffic.
6. For nighttime closures, Type A Flashing warning lights may be used on barricades that support signs and close sidewalks.
7. Type C Steady-Burn or Type D 360-degree Steady-Burn warning lights may be used on channelizing devices separating the temporary sidewalks from vehicular traffic flow.
8. Signs, such as KEEP RIGHT (LEFT), may be placed along a temporary sidewalk to guide or direct pedestrians.

Figure 6H-28. Sidewalk Detour or Diversion (TA-28)**Typical Application 28**

Note: See Tables 6H-2 and 6H-3 for the meaning of the symbols and/or letter codes used in this figure.

Notes for Figure 6H-29—Typical Application 29

Crosswalk Closures and Pedestrian Detours

Standard:

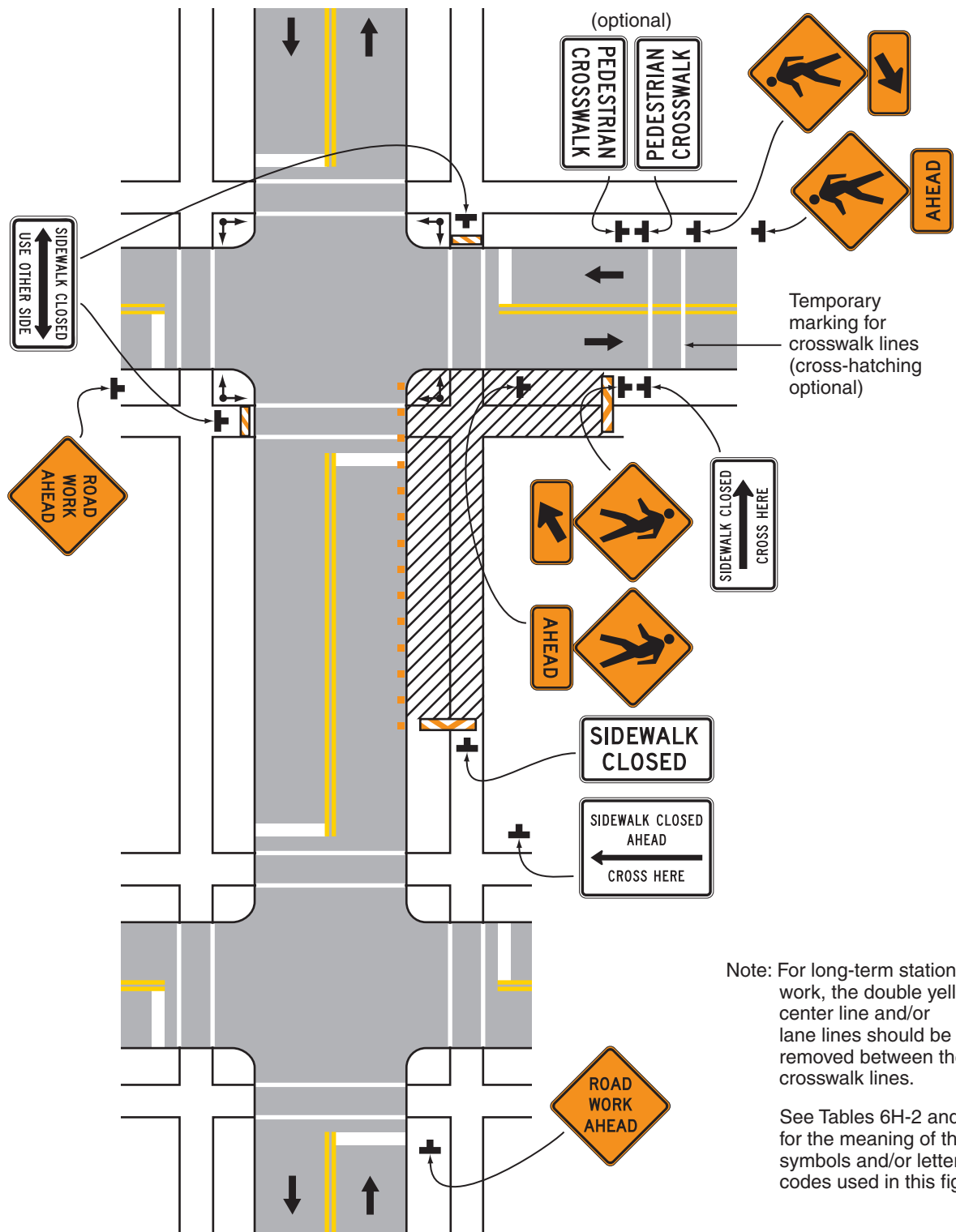
1. When crosswalks or other pedestrian facilities are closed or relocated, temporary facilities shall be detectable and shall include accessibility features consistent with the features present in the existing pedestrian facility.
2. Curb parking shall be prohibited for at least 50 feet in advance of the midblock crosswalk.

Guidance:

3. Audible information devices should be considered where midblock closings and changed crosswalk areas cause inadequate communication to be provided to pedestrians who have visual disabilities.
4. Pedestrian traffic signal displays controlling closed crosswalks should be covered or deactivated.

Option:

5. Street lighting may be considered.
6. Only the TTC devices related to pedestrians are shown. Other devices, such as lane closure signing or ROAD NARROWS signs, may be used to control vehicular traffic.
7. For nighttime closures, Type A Flashing warning lights may be used on barricades supporting signs and closing sidewalks.
8. Type C Steady-Burn or Type D 360-degree Steady-Burn warning lights may be used on channelizing devices separating the work space from vehicular traffic.
9. In order to maintain the systematic use of the fluorescent yellow-green background for pedestrian, bicycle, and school warning signs in a jurisdiction, the fluorescent yellow-green background for pedestrian, bicycle, and school warning signs may be used in TTC zones.

Figure 6H-29. Crosswalk Closures and Pedestrian Detours (TA-29)**Typical Application 29**