



## ANNUAL UTILITY RIGHT-OF-WAY (ROW) REGISTRATION FORM

TO: Every Utility Occupying ROW within the City of Warrenville

FROM: City of Warrenville Community Development Department Public Works Division

Annual registration is required by utilities that occupy ROW in the City of Warrenville. The following information must be completed and/or provided to the Community Development Department for approval.

1. Application form (See attached Ord. #2406, 7-6-3)
2. Required insurance coverage and limits (See attached Ord. #2406, 7-6-8) provided by insurance company, valid for the current year.
3. A written traffic control plan demonstrating the protective measures and devices that will be employed consistent with the *Illinois Manual on Uniform Traffic Control Devices*, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic. (See attached Ord. # 2406, 7-6-4-C. 5. a.)
4. An emergency contingency plan which shall specify the nature of potential emergencies, including, without limitation, construction and hazardous materials emergencies, and the intended response by the applicant. The intended response shall include notification to the City and shall promote protection of the safety and convenience of the public. Compliance with ILCC regulations for emergency contingency plans constitutes compliance with this Section unless the City finds that additional information or assurances are needed. (See attached Ord. # 2406, 7-6-4-C. 5. b.)

Once all requirements have been met, a copy will be maintained on file at the City and available to view upon request. Thank you for your cooperation.

*Philip Kuchler*

Deputy Public Works Director



**CONSTRUCTION PERMIT-ROADWAY OR UTILITY**

Attn: Philip Kuchler, Deputy Public Works Director

<b>CITY OF WARRENVILLE ROW PERMIT No.</b>			
<b>NAME (PETITIONER)</b>	<b>WO#</b>		
<b>ADDRESS</b>			
<b>PHONE NO</b>	<b>24-HR. PHONE NO.</b>		
<b>CONTACT PERSON</b>	<b>EMAIL</b>		
<b>LOCATION</b> - Hereinafter termed the Petitioner, is hereby permitted to do work in, upon, or along City Highway(s) in DuPage County, Illinois, described as follows:			
<b>TYPE</b>			
<b>CONTRACTOR</b>			
<b>ADDRESS</b>			
<b>PHONE NO.</b>	<b>24 HR. PHONE NO.</b>		
<b>CONTACT PERSON</b>	<b>EMAIL</b>		
<b>REMARKS</b>			
The following <b>MUST</b> be submitted with this application. Failure to complete entire application <b>AND</b> supply the following may result in processing delays.			
<div style="display: flex; justify-content: space-between;"> <div> <input type="radio"/> Copy of Current Insurance Attached  <input type="radio"/> Location Map(s) Attached                 </div> </div>			
<div style="display: flex; justify-content: space-between;"> <div> <input type="radio"/> This is notification of work taking place in "other ways" within the city limits. Please contact,  <input type="radio"/> Cantera Owner's Association (630.393.1975)  <input type="radio"/> Illinois Department of Transportation (IDOT)                 </div> <div> <input type="radio"/> DuPage County Department of Transportation (DOT),  <input type="radio"/> Other _____                 </div> </div>			
It is understood that the work authorized under this permit shall be completed by _____; otherwise the permit becomes null and void.			
<input type="radio"/> This permit is hereby accepted and agreed to this _____ day of _____, _____. <input type="radio"/> No permit is required. Thank you for the notification of work to be performed in our city.			
_____ <b>PETITIONER/PETITIONER'S AGENT</b>	_____ <b>DATE</b>	_____ <b>DEPUTY PUBLIC WORKS DIRECTOR</b>	_____ <b>DATE</b>
_____ <b>CONTRACTOR</b>	_____ <b>DATE</b>	_____ <b>PUBLIC WORKS DIRECTOR</b>	_____ <b>DATE</b>