

COUNTY OF HAWAII
DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION
**PERMIT TO WORK WITHIN THE COUNTY
RIGHT-OF-WAY**

CHECK ALL APPLICABLE BOXES:

- | | | |
|--|--|---|
| ☐ Construct new driveway approach | Type of Driveway: ☐ Asphalt | Driveway Use: ☐ Commercial |
| ☐ Resurface/repair existing driveway approach | ☐ Concrete | ☐ Residential |
| ☐ Construct or repair sidewalk | | |
| ☐ Other (describe work): _____ | | |

WIDTH OF APPROACH/DIMENSION OF WORK: _____ FT. x _____ FT. ESTIMATED COST: \$ _____

Name of County Road / Street TAX MAP KEY: _____

START DATE: _____ COMPLETION DATE: _____ WORKING HRS: _____
(Minimum two working days after approval) (Monday thru Friday)

PERMITTEE: _____

MAILING ADDRESS: _____ PHONE NO.: _____

CONTRACTOR: _____

MAILING ADDRESS: _____ PHONE NO.: _____
_____ LICENSE NO.: _____

IN CONSIDERATION OF GRANTING THIS PERMIT, THE PERMITTEE UNDERSTANDS AND AGREES

TO:(Permittee to initial each line below)

____ Agree to hold harmless, indemnify and defend the County of Hawaii, its officers, employees and agents thereof, from all claims, demands, suits, actions, or proceedings of every name, character and description which may be brought against the County of Hawaii for or on account of any injuries or damages to any person or property received or sustained by any person by or in consequences of any act or acts of the holder of this permit for acts done under this permit [Hawaii County Code Section 22-4.2(7)];

____ Submit with this permit a certificate of insurance and proof of a public liability insurance policy naming as an additional insured, **the County, its officers, representatives, employees, and agents** covering any claim or liability for damages, injuries or death resulting from any of the uses permitted hereunder. The minimum amount of coverage under such policy shall be \$1,000,000 per occurrence. The policy and coverage shall be kept in force until all work under this permit is completed to the satisfaction of the director of the department of public works. [Hawaii County Code Section 22-4.2(8)]; and

____ Comply with all conditions as printed on the back of this permit. [Hawaii County Code Section 22.4.4].

Byinitialing above and signing below, the Permittee certifies that the Permittee has legal authority to sign in the capacity stated, and the Permittee certifies that the Permittee has legal authority to sign in the capacity stated, and the Permittee understands and agrees that the terms and conditions of this permit are a legally binding contract.

By: _____
Permittee's Signature Date

Its: _____

APPROVED: _____
Director, Department of Public Works Date

AGENCY USE ONLY

Final Acceptance Date: _____

By: _____
Inspector's Signature

Comments: _____

PERMIT NO: _____ **FEE:** _____

**CONSTRUCTION PERMIT
CONDITIONS OF APPROVAL**
(Hawai'i County Code Section 22-4.4)

In addition to any other conditions imposed by Chapter 22 of the Hawai'i County Code, all permits issued pursuant to this article shall be subject to the following conditions:

1. The applicant shall notify the director at least 48 hours before the commencement of any work within the county street.
2. The applicant shall maintain public safety while working in a county street by using barricades, construction signs, markings, warning lights, traffic control personnel and other devices according to the "Manual on Uniform Traffic Control Devices for Streets and Highways" on file in the Department of Public Works.
3. Unless otherwise permitted by law, the applicant shall keep at least one traffic lane open for two-way vehicular traffic during the working hours of the day and at least two traffic lanes open during non-working hours. When the work interferes with a sidewalk, the applicant shall also provide for the safe passage of pedestrians including the disabled around or through the work area.
4. For any excavation work, the application shall verify the location of all existing private and public utilities and shall be responsible for notifying all utilities affected by the construction 48 hours prior to commencing any work. Should an existing utility be damaged, the applicant shall immediately notify the affected utility.
5. The applicant shall be responsible for notifying all property owners affected by the construction 48 hours prior to commencing.
6. No material, except the trench excavated material, shall be stockpiled closer than 6-feet from the existing edge of pavement.
7. No construction equipment shall be parked or any materials stored in the county street in such a manner that the equipment or materials will obstruct or prohibit pedestrian and vehicular movements, including driveway movements, except during actual working hours.
8. No excavation shall be left open for more than 5 working days.
9. The applicant shall repair, restore, or replace all portions of a county street, including but not limited to utilities, drainage ways and structures, traffic markings and signs, driveways and private property that had been altered, broken up, dug up, disturbed, undermined, dug under or otherwise damaged during construction to a state equal to or better than its original condition. Regardless of existing conditions, work shall also include the construction of new curb-cuts for the disabled, accessible driveways or other improvements such that all repairs, restoration, or replacement work complies with the current requirements of the Americans with Disabilities Act (ADA).
10. Before issuing a permit, for all work with an estimated cost equal to or exceeding \$20,000, the director may require a cash bond, surety company bond, or personal surety bond in favor of the county. The value of the bond shall be double the estimated cost of restoring or replacing the county street to a state equal to or better than its original condition.
11. Work must be completed within one year of the starting date shown on the permit unless otherwise specified. Failure to begin or complete the work will result in the termination of the permit.
12. Repair, restoration or replacement of county streets, highways and sidewalks shall comply with applicable specifications and plans on file in the department of public works. Copies of these specifications and plans shall be furnished to each applicant upon making a request.
13. Driveway approaches shall be constructed or repaired according to the provisions of this chapter and applicable specifications and plans on file in the Department of Public Works. Copies of these specifications and plans shall be furnished to each applicant upon making a request.
14. Upon completion of the work, the applicant shall immediately remove all equipment and materials and shall leave the work area in a clean, safe and sanitary condition satisfactory to the director.
15. All restoration and repair work of the pavement, shoulders and any other county facilities shall be guaranteed by the applicant against any defects for a period of one year from the date of final inspection.
16. No work within the County right-of-way shall be done on Saturdays, Sundays and holidays anytime without prior approval from the Department of Public Works. Work on normal working days shall be limited between the hours of 7:00 a.m. to 3:30 p.m.

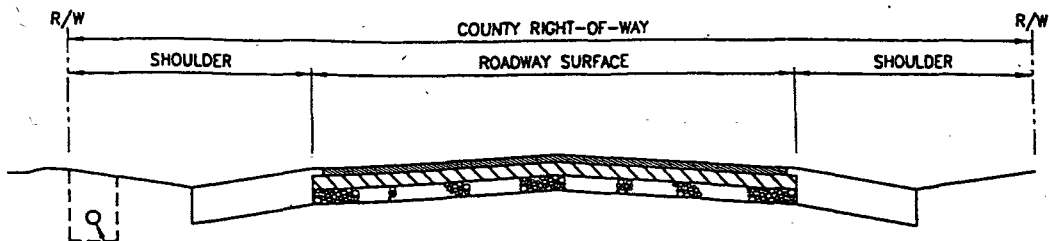
County of Hawaii

DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION

Permit to Work within the County Right-of-Way

INSTRUCTIONS TO THE APPLICANT

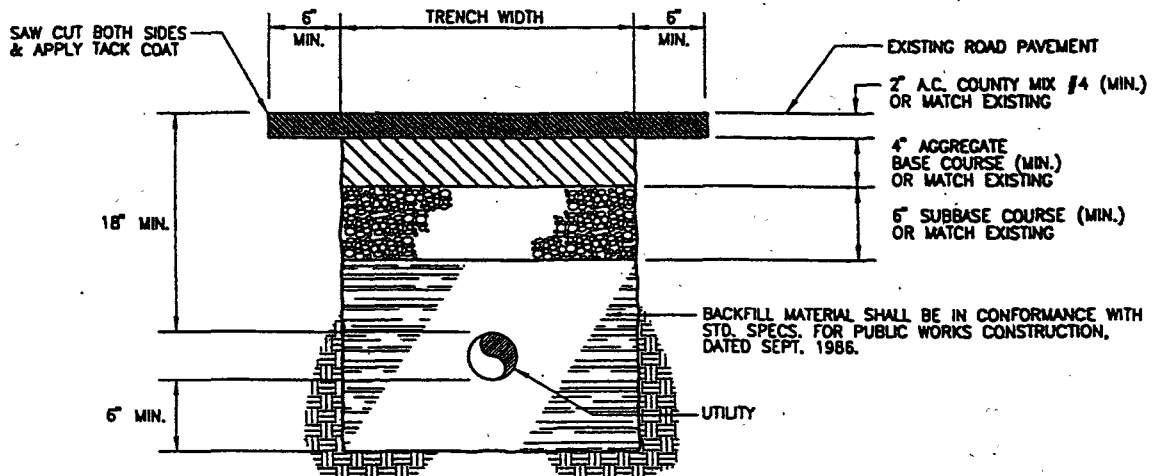
1. The Applicant shall provide three (3) sets of plans to the Department of Public Works. The plans shall include the dimensions of work relative to the road and property lines, type of asphalt or concrete pavement, swales (or other drainage devices) and any other relevant information.
2. All work shall be in accordance with Chapter 22 – County Streets, of the Hawaii County Code, and as shown on the approved plans.
3. As required, all work shall be performed by a licensed contractor. The contractor may sign the permit application on behalf of the permittee/owner.
4. If required, the Applicant shall provide a copy of DCAB's "Document Review" confirmation letter with the application. A copy of DCAB's form and associated fee schedule can be found at <http://health.hawaii.gov/dcab/files/2013/01/HRS-103-50-Transmittal-Form-Dec-2012.pdf>.
5. If not already on file with the Department of Public Works, the contractor shall provide a certificate of insurance specifically naming as an additionally insured, the County, its officers, representatives, employees, and agents as required by Hawaii County Code.
6. The issued permit will become null and void if the authorized work is not completed within one (1) year of the issuance date.
7. If you are closing a road, at least two (2) weeks before the scheduled closure, complete an application form and drop it off at the Police Department's Traffic Services. (Application Forms are available from Traffic Services 961-2227 or 961-2226). Attach a map of the area to the application. The Police Department will route the application through all applicable County agencies for approval.



PRIVATE UTILITY SHALL BE LOCATED AS CLOSE TO RIGHT-OF-WAY BOUNDARY AS POSSIBLE. PRIVATE UTILITY SHALL BE BURIED 18" MIN. WHERE IT CROSSES PRIVATE DRIVEWAYS AND COUNTY ROADWAYS. SEE ROAD PAVEMENT AND SHOULDER RESTORATION DETAILS.

TYPICAL ROADWAY SECTION

NOT TO SCALE

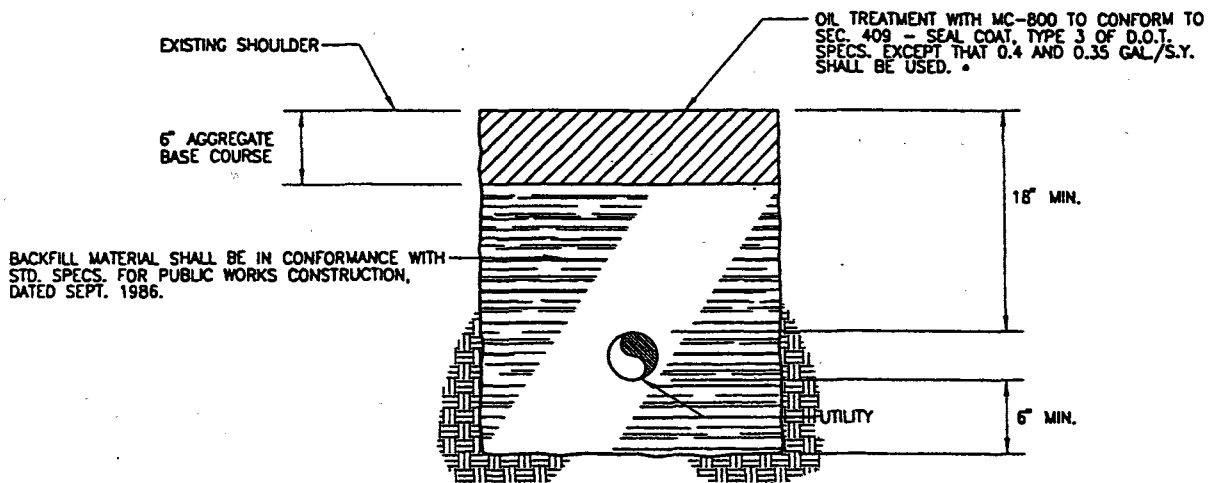


ROAD/DRIVEWAY RESTORATION DETAIL

NOT TO SCALE

NOTES:

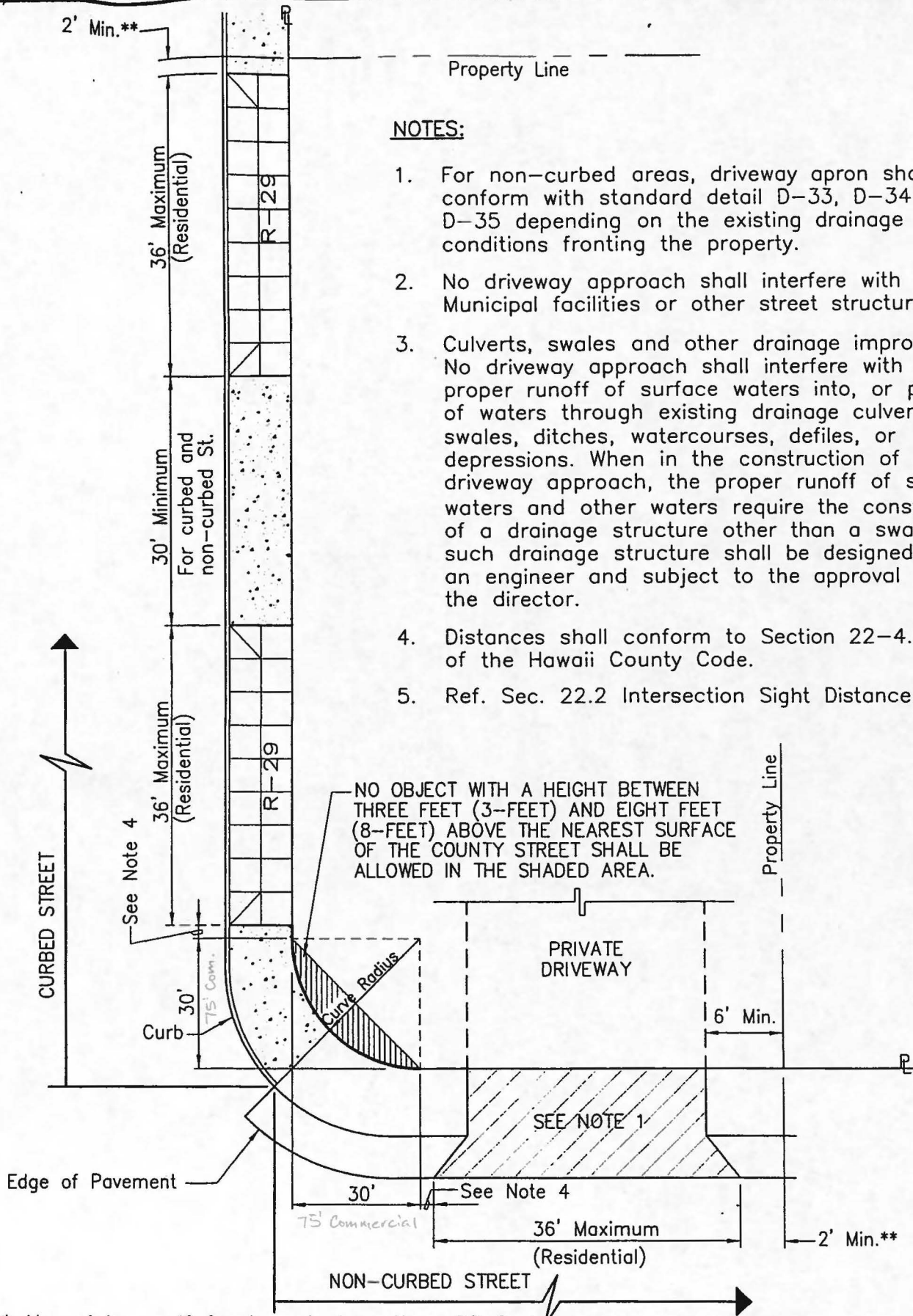
1. WHERE EXISTING RESIDENTIAL DRIVEWAY IS CONCRETE, 4" THICK CLASS "B" CONCRETE REINFORCED WITH 6x8-10/10 WWM ON 4" BASE COURSE SHALL BE USED IN LIEU OF THE ABOVE SECTION.
2. WHERE AN EXISTING DRIVEWAY IS UNPAVED, THE DRIVEWAY SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN THE EXISTING DRIVEWAY.
3. CONTRACTOR SHALL NOTIFY THE OWNER OF THE DRIVEWAY 48 HOURS BEFORE THE COMMENCEMENT OF ANY WORK.
4. AREAS WITH PAVEMENT / GEOTEXTILE FABRIC SHALL BE RESTORED AS DIRECTED BY THE DEPARTMENT OF PUBLIC WORKS.



SHOULDER RESTORATION DETAIL

NOT TO SCALE

*NOTE: FOR PAVED OR OTHER IMPROVED SHOULDER, SURFACE SHALL BE RESTORED TO A CONDITION EQUAL TO OR BETTER THAN THE EXISTING SHOULDERS, AS DIRECTED BY THE DEPARTMENT OF PUBLIC WORKS.



** No minimum if frontage is less than 20 feet.

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