



CITY OF BONITA SPRINGS PERMITTING FEES

9101 Bonita Beach Road
Bonita Springs, FL 34135
239-949-6246

DRIVEWAY PERMIT FEES

Single Residential Driveway Connection/ Filling in Swale Permit Fee	\$215.00
After the Fact Single Residential Driveway Connection Permit Fee	\$430.00
Double Residential Driveway Connection Permit Fee	\$260.00
After the Fact Double Residential Driveway Connection Permit Fee	\$520.00
Re-Inspection Fee DRV	\$50.00
Alternative Materials Maintenance & Hold Harmless	\$100.00

RIGHT-OF-WAY CONSTRUCTION PERMIT FEES

Single Commercial Roadway Connection Permit Fee	\$250.00
After the Fact Single Commercial Roadway Connection Permit Fee	\$500.00
Double Commercial Roadway Connection Permit Review Fee	\$300.00
After the Fact Double Commercial Roadway Connection Permit Fee	\$600.00
Single Residential Roadway Connection Permit Fee	\$250.00
After the Fact Single Residential Roadway Connection Permit Fee	\$500.00
Double Residential Roadway Connection Permit Fee	\$300.00
After the Fact Double Residential Roadway Connection Permit Fee	\$600.00
Utility Permit Review Fee (one mile or less)	\$200.00
Additional Charge (in excess of one mile) Per ¼ Mile	\$7.00
After the Fact Utility Permit Fee	\$300.00
Re-Inspection Fee ROW	\$75.00
Alternative Materials Maintenance & Hold Harmless	\$100.00
Sidewalk Review Fee	\$200.00

CITY OF BONITA SPRINGS
APPLICATION FOR RIGHT-OF-WAY CONSTRUCTION PERMIT
Roadway Connection

Utility Installation **Commercial Roadway Connection** **Other**

Name of Applicant: _____ Contractor: _____
(Owner or Contractor)

Mailing address : _____ License No(s): _____
Type(s): _____
Exp. Date(s): _____

Phone: _____
Contact Person: _____

FOR THE PURPOSE OF CONSTRUCTING OR INSTALLING:

- Overhead Utility**
 Cable TV Power Line Telephone Line Other _____
- Underground Utility**
 Cable TV Jack & Bore Open Cut (Justification Req.) Power Line
 Sewer Line Telephone Water Line Dewatering
 Other _____
- Roadway**
 Accel/Decel Lane Curb & Gutter Catch Basin Sidewalk
 Drainage Culvert Turn Lane Widening Driveway
 Other _____

Location: _____

CITY OF BONITA SPRINGS MUST HAVE COMPLETE STRAP/PARCEL NO. BEFORE PROCESSING YOUR APPLICATION: _____

Subdivision: _____

Development Order No: _____

The Work Herein Described,
If Permitted will Begin On: _____

Estimated Construction Time: _____

Maintenance of Traffic Plan(s) to be used:

Additional Information: _____

F.D.O.T. Design Index No(s) _____

Special/Non-Standard (Attach 2 Copies) _____

Estimated Cost of Work Within R/W \$ _____

REQUIRED PRIOR TO THE ISSUANCE OF A RIGHT-OF-WAY PERMIT: PROOF OF LIABILITY INSURANCE \$1,000,000.00 AND A CASH OR SURETY BOND EQUAL TO 110% OF THE ESTIMATED CONSTRUCTION COST (MINIMUM OF \$15,000)

Bonding provided by Owner Contractor

Type of Bond: Cash (Attach Check) Surety (Single/Multiple Permit)

Office Use Only

Permit Number: _____ Date Issued: _____ Approved: _____

Amount Paid _____ Cash _____ Check _____ Invoice _____ Date Paid _____ Employee Initials _____

Grade Stakes – Date Requested: _____ Date Installed: _____

Construction Completed – Date: _____ Approved: _____

ROAD CLOSURES

Road closures will be approved with no less than five (5) business days' notice. City Departments and Lee County Agencies must have no less than five (5) business days' notice to time of closure. The following agencies will be notified by email prior to any road closure and proof of notification included in the permit application:

<u>Department</u>	<u>Email Address</u>	<u>Phone Number</u>
City Manager Office	arleen.hunter@cityofbonitasprings.org	(239) 949-6262
Fire Department	daigle@bonitafire.org	(239) 949-6200
Police Department	blee@sheriffleefl.org; jbogliole@sheriffleefl.org	(239) 477-1840
Utilities Maintenance	jjenkins@bsu.us; khoskins@bsu.us	(239) 992-0711
LDOT	rcerchie@leegov.com	(239) 533-8580
FDOT	brian.deboy@dot.state.fl.us	(239) 985-7807
Lee County EMS	benjamin.abes@leegov.com	(239) 533-3911
Lee County School Board	gregad@leeschools.net boardoffice@leeschools.net	(239) 334-1102

Road to be Closed:				
Between:		And:		
Beginning Date:		Time:		
Ending Date:		Time:		
Cross Streets Affected:	Closed:	One Lane:	Flagger:	Other:
Cross Streets Affected:	Closed:	One Lane:	Flagger:	Other:
Type of Work:				
Contractor(Include name, address, and emergency phone number):				
Will the road be completely closed?		Yes/ No		

ALL WORK PERFORMED AS PART OF THIS PERMIT SHALL INCLUDE A "MAINTENANCE OF TRAFFIC PLAN" PREPARED BY A PERSON WHO HAS SATISFACTORILY COMPLETED THE "FOOT ADVANCED MAINTENANCE OF TRAFFIC COURSE" AND HAS A CURRENT QUALIFICATION, AND SHALL AT A MINIMUM BE CONSISTENT WITH FLORIDA DEPARTMENT OF TRANSPORTATION INDEX SERIES 600.

A copy of this sheet shall be emailed to all of the entities listed above and a copy of the MOT and detour route included. A copy of an email with this page will serve as proof the agency was contacted.

PERMIT _____

Attachment #1

- 1) A copy of the approved permit, plans, and attachments must be on the job site while the work is being performed.
- 2) The permittee is required to obtain all applicable local, state, and federal permits.
- 3) Call City of Bonita Springs Public Works Department for all final inspections (239) 949-6246.
- 4) Do not open cut, or disturb any City of Bonita Springs maintained roads without prior approval. (see #5)
- 5) If an open cut is granted, the permittee must use flowable fill in the repair of the open cut. (See City of Bonita Springs Trench Restoration detail sheet.)
- 6) All restoration work is to be in-kind. Any disturbed grass is to be re-sodded, or as directed by City of Bonita Springs representative.
- 7) Notify City of Bonita Springs Public Works Department at (239) 949-6246, 24 hours in advance for inspections of:
 - a. Culvert pipe, prior to covering (must have mitered ends with concrete aprons). Note: Grates (FDOT standard – side drain) are required for culverts 30" (24" x 38") in diameter or greater.
 - b. Finished subgrade (with approved densities)
 - c. Limerock base (with approved densities)
 - d. Concrete forms (when applicable)
 - e. Tie-ins to existing drainage
- 8) Copies of asphalt and/or concrete delivery tickets are to be submitted prior to final inspection.
- 9) Maintenance of Traffic (MOT) Procedures:
 - a. **No** lane closures on City of Bonita Springs maintained roads without prior approval from City of Bonita Springs.
 - b. MOT plans should reference the most current FDOT Index 600 series.
 - c. MOT proposals for a lane closure must be submitted at least 48 hours in advance of the work to City of Bonita Springs Public Works Department for review and approval – fax (239) 949-6245.
 - d. If a lane closure is granted; lane may NOT be closed to traffic before 9:00am, and the closed lane must be re-opened to traffic by 4:00pm.
- 10) Call City of Bonita Springs Public Works Department at least 48 hours in advance for field location of any City of Bonita Springs underground facilities (239) 949-6246.
- 11) Slopes within City of Bonita Springs right of way shall not exceed 3:1.
- 12) Pedestrian access on City of Bonita Springs sidewalks and bikepaths must be maintained at all times with a safe, passable surface. If a sidewalk or bikepath must be closed, signage in advance of the closed portion of sidewalk/bikepath must be posted for pedestrians to select an alternative route.
- 13) For all locations where signage is to be installed in a concrete median, the permittee must supply the appropriate number of 6" PVC sleeves for sign installation.
- 14) No construction equipment or materials shall be on City of Bonita Springs roads without a proper MOT in place.
- 15) Contractors are responsible for any debris/material that enters a City of Bonita Springs roadway as a result of work done on-site, and they must periodically broom the roadway, or take other appropriate measures to keep the roadways safe and clear of debris and/or material.
- 16) Use all required turbidity control measures that are necessary to protect the work site and surrounding properties in accordance with all applicable government agency regulations.
- 17) The minimum overhead clearance of City of Bonita Springs maintained roads is 18'.
- 18) Dewatering equipment shall be setup at each pit for jack & bore projects.

- 19) Any pressurized lines under City of Bonita Springs maintained roads shall be in a casing (HDPE-DR11, or 3000 psi steel).
- 20) Any and all abandoned water/sewer lines in City of Bonita Springs right of way will be filled with grout or removed.
- 21) Any and all sidewalks that are damaged by the permittees construction activities must be repaired or replaced within 48 hours to a full joint section. Thickness for sidewalk and aprons shall be a minimum of 6" inches at driveway entrances.
- 22) Any and all concrete driveways that are damaged shall be repaired or replaced to the first joint.
- 23) Decorative driveways must be replaced in-kind.
- 24) Permittee must maintain 30" minimum cover from the designed flow line in the swale and the proposed utility.
- 25) Maintain 36" (minimum) of cover for any bore under a City of Bonita Springs maintained roadway.
- 26) All Roadway Striping Shall Be Thermoplastic.

HANDWRITTEN NOTES ARE IN ADDITION TO ALL PRINTED REQUIREMENTS

DEWATERING

If the City of Bonita Springs Public Works Department approves your request to dewater into the municipal storm system. Please be aware of the following conditions:

- Notify Public Works Department (239-949-6246) 48 hours prior to commencement of dewatering activities.
- Compliance with SFWMD dewatering conditions is mandatory, including water quality of the discharge. If turbidity levels increase beyond 29 NTUs above background, notify the Public Works Department (239)949-6262 or joel.langaney@cityofbonitasprings.org A method of testing turbidity (turbidity meter) must be present on site.
- Sedimentation or damage to the municipal system must be repaired and approved by the Public Works Department.
- Notify the Public Works Department (239) 949-6262, Joel Langaney, within 48 hours of shutting down pumps.

**CITY OF BONITA SPRINGS
PAVEMENT RESTORATION GUIDELINES
(COMMERCIAL)**

GENERAL NOTES:

Base and backfill material shall be the same type and composition as the materials removed or equal. Material of greater structural adequacy will also be permitted. Existing material removed during construction shall be permitted to be used as backfill provided that it has not been contaminated with deleterious material and provided that it is at least equal to minimum City standards.

Base material over excavated portion of ditch shall be at least twice the thickness as the original base material.

Base material shall be placed in layers not greater than 6" and each layer shall be tamped or rolled to obtain the minimum specified density.

Pavement joints shall be mechanically sawed and tacked prior to patching. Surface treatment joints shall be lapped and feathered.

Replacement pavement surface course shall be consistent with adjacent existing surface unless specified otherwise in the Permit.

Top of underground cable or pipe shall be a minimum of 30" below the existing pavement, or the existing ground elevation where crossing ditches or swales, unless otherwise approved by the City of Bonita Springs, Public Works Department.

"As-built" drawings will not be required as long as the work as done is shown correctly on the permit issued for the work.

The City must be notified at least 24 hours prior to beginning work, and within 24 hours after work is completed. This notification requirement is in addition to any calls for required inspections.

DENSITY REQUIREMENTS:

Backfill for Stages 1 and 2, and base material shall be placed in layers not to exceed 6" (compacted thickness). Compaction shall be 100% of AASHTO T-00 (Standard Proctor) or 98% of AASHTO T-180 (Modified Proctor).

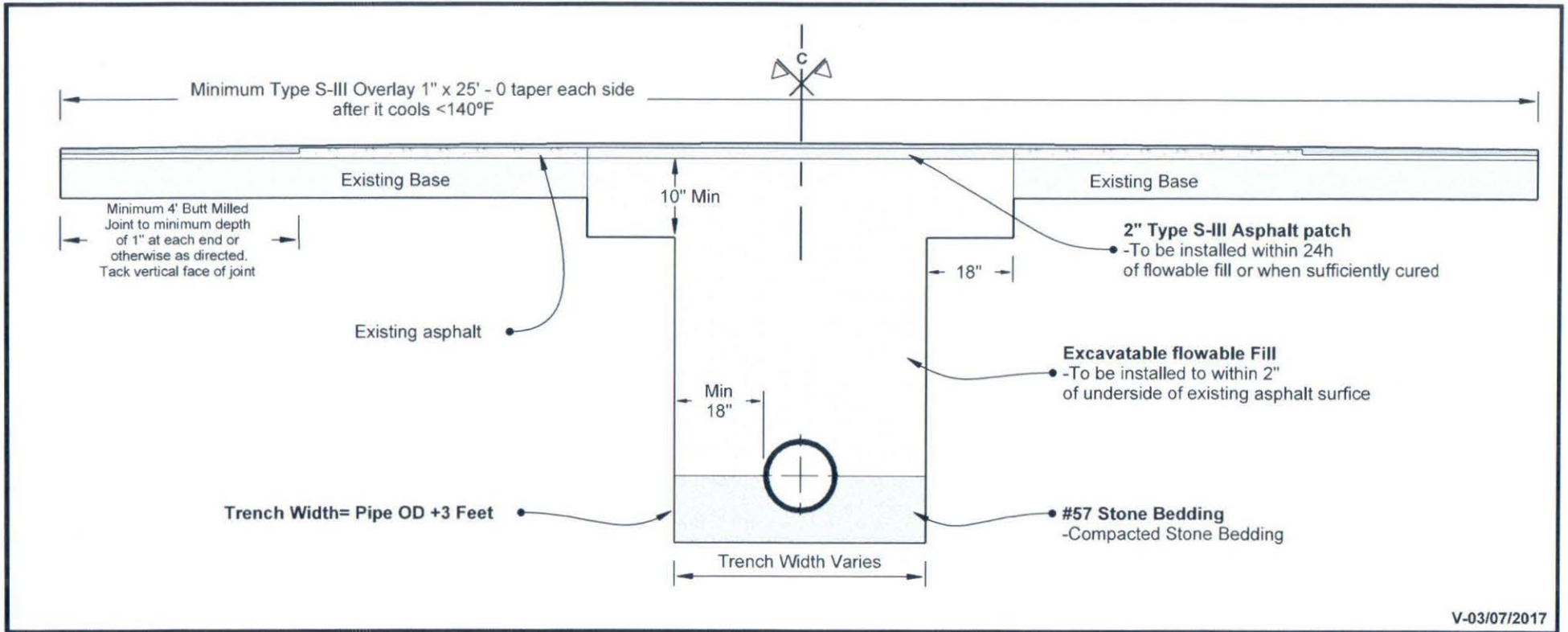
Stage 1: Provide compacted fill beneath and around the pipe or duct to the spring line elevation (midpoint of pipe or duct) using an appropriate tamping method suitable to the work and accepted by the City of Bonita Springs Public Works Department. If required by soil conditions, the Stage 1 bedding shall be placed on a layer of stone or gravel at least 5" thick.

Stage 2: Backfill shall continue in lifts to the top of the subgrade. Each lift shall be mechanically tamped to insure adequate compaction. The City of Bonita Springs Public Works Department may require density tests to confirm the achievement of minimum compaction requirements. Such testing, if necessary, shall be at the sole expense of the permittee.

Base Material: Place base material and compact mechanically to achieve 98% of maximum density by AASHTO T-180 (Modified Proctor) under the existing or proposed roadway.

Open Cut / Trench Restoration: Refer to Road Trench Restoration Detail.

Road and Trench Restoration Detail



Inspector Notes:





PEDESTRIAN FACILITY WAIVER

All existing sidewalks and bike paths within your proposed project limits are currently undamaged. Repair of any damage found after the completion of the work associated with this permit will be the responsibility of the permittee to repair prior to final acceptance. You have the option to inspect and report any existing damage, in writing with documented proof, **prior to the issuance of this permit.**

Please sign and date and submit this waiver with the application even if no sidewalks exist. Just note if no sidewalks exist in the work area.

No Sidewalks in Area

No Damage to Existing Sidewalks

Damaged Sidewalk

Attached Photos/Video

ROW Permit No.: _____

Permittee: _____

Signature: _____

Date: _____

Print Name: _____

BOND NO. _____

RIGHT-OF-WAY CONSTRUCTION PERMIT BOND
(Single Permit Form)

KNOW ALL MEN BY THESE PRESENTS, THAT _____

as

Principal, and the _____

With its principal office at _____

as SURETY or OBLIGOR, are held and firmly bound unto the CITY OF BONITA SPRINGS, CITY or OBLIGEE, in the penal sum of \$_____ Dollars, the payment of which will and truly be made, we do hereby bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed and Sealed this _____ day of _____, 2_____.

WHEREAS, the said OBLIGEE has granted or is granting to the said Principal, permission or permits to conduct work and/or construction within the City's right-of-way located at _____ under Right-of-Way Permit No. _____.

NOW, THEREFORE, if said Principal shall fully indemnify the OBLIGEE against all losses arising by reason of its failure to comply with any of the laws, ordinances, resolutions or rules and regulations governing the RIGHTS-OF-WAY in the CITY, then this obligation shall be void, otherwise it will remain in full force and effect,

PROVIDED, HOWEVER, that the SURETY shall have the right to terminate its liability hereunder by serving written notice upon the OBLIGEE thirty (30) days in advance its intention to do so.

SUCH termination or cancellation shall not affect any liability incurred or accrued under the Bond prior to the effective date of such termination or cancellation;

AND PROVIDED FURTHER that no action, suit or proceeding shall be had or maintained against the SURETY on this instrument unless the same be brought or instituted, and process served upon the SURETY within twelve months after termination or cancellation of this Bond as set forth in the preceding paragraph.

Principal

By: _____

Resident Agent

Surety

By: _____

Attorney-in-Fact

BOND NO. _____

RIGHT-OF-WAY CONSTRUCTION PERMIT BOND
(Multiple Permit Form)

KNOW ALL MEN BY THESE PRESENTS, THAT _____

_____ as

Principal, and the _____

With its principal office at _____

as SURETY or OBLIGOR, are held and firmly bound unto the CITY OF BONITA SPRINGS, CITY or OBLIGEE, in the penal sum of \$_____ Dollars, the payment of which will and truly be made, we do hereby bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

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Principal

By: _____

Resident Agent

Surety

By: _____
Attorney-in-Fact



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/26/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ABC Agency P.O.Box 555 Naples FL 34555	CONTACT NAME: John Doe PHONE (A/C, HQ, Ext): 555-555-5555 E-MAIL ADDRESS: Johndoe@johndoe.com FAX (A/C, No):
INSURED Sample Contractor Inc. 5555 Bonita Beach Road Bonita Springs FL 34135	INSURER(S) AFFORDING COVERAGE INSURER A : XYZ Casualty Insurance Co. NAIC # XXXXXX INSURER B : RST Insurance Company INSURER C : OPQ Insurance Company INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR YVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>		1234567A	01/01/2016	01/01/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$1,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			1234567B	01/01/2016	01/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		<input checked="" type="checkbox"/>	1234567C	01/01/2016	01/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For any and all work performed on behalf of the City of Bonita Springs.

The Certificate Holder is Additional Insured including products and completed operations.

CERTIFICATE HOLDER The City of Bonita Springs 9101 Bonita Beach Road Bonita Springs FL 34135	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE (Signature) 09/26/2016
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