



Village of Hampshire
 234 S. State Street, Hampshire, IL 60140
 (847) 683-2181 ▪ www.hampshireil.org

Permit #: _____
Bond Posted: _____
Issuance: _____
Expiration: _____

Right-of-Way / Utility Permit Application

Note: For projects involving only installation/replacement of sidewalk and/or apron, please use the simplified Sidewalk/Apron Right-of-Way application available on the Village website.

Nature of Work (check all that apply): Utility Work ____ Excavation/Opening ____ Sidewalk/Apron ____

Site Location: _____
 (street, property address, or distance and direction from nearest public street intersection)

Contractor/Firm: _____ **Contact Name:** _____

Address: _____

Phone: _____ **Email:** _____

On Site/Emergency Contact Name: _____ **Phone:** _____

Description: Please include a detailed description and drawing or plans of the work for all permits including the identification of any structures to be installed, the size and depth of proposed excavation, any changes to existing materials, and the proposed traffic control. A plat of survey must be submitted for projects impacting driveways.

Please indicate below the items to be disturbed and include this information on the drawings/plans.

ROW Impact	<input type="checkbox"/> Street	<input type="checkbox"/> Apron	<input type="checkbox"/> Parkway	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Alley
Linear Feet Affected	Traffic Lane ____ Parking Lane ____	Apron ____	Parkway ____	Sidewalk ____	Alley ____
Existing Surfaces/Materials Impacted	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Brick / Pavers	<input type="checkbox"/> Gravel	<input type="checkbox"/> Grass
	<input type="checkbox"/> Curb	<input type="checkbox"/> Curb & Gutter	<input type="checkbox"/> Other		
Utilities Impacted	<input type="checkbox"/> Water	<input type="checkbox"/> Sanitary	<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Drainage
	<input type="checkbox"/> Cable/Phone	<input type="checkbox"/> Traffic Signals	<input type="checkbox"/> Streetlights	<input type="checkbox"/> Other	
Other Impacts	<input type="checkbox"/> Fire Hydrants	<input type="checkbox"/> Signs	<input type="checkbox"/> Irrigation	<input type="checkbox"/> Trees	<input type="checkbox"/> Landscaping
Method of Install	<input type="checkbox"/> Open-Cut	<input type="checkbox"/> Directional Bore	<input type="checkbox"/> Aerial/Poles	<input type="checkbox"/> Other	
# of Openings	Street ____	Apron ____	Parkway ____	Sidewalk ____	Alley ____
Additional Info	<input type="checkbox"/> Dumpster	<input type="checkbox"/> Container	<input type="checkbox"/> Sidewalk Sign	<input type="checkbox"/> Scaffolding/Canopy	
	<input type="checkbox"/> Crain/Lift	<input type="checkbox"/> Other			

The following items are to be submitted with the application:

- \$2,500 refundable performance guarantee (cash deposit, bond, etc.) - The Village reserves the right to increase this amount for large projects.
- Certificate of Insurance valid for permit period naming the Village of Hampshire as additional insured
- Schedule for all activities taking place in the right-of way
- Traffic Control Plan for safe movement of pedestrians and vehicles

Permit Request and Liability Waiver

I request permission to excavate and/or occupy the public right-of-way in the Village of Hampshire in accordance with Chapter 9 of the Hampshire Village Code. For consideration of such permission, I agree to indemnify, hold harmless, and defend the Village of Hampshire, its officers, agents, and employees from any and all claims resulting from injuries, including death, damages or loses, including but not limited to the general public, which may arise or which may be alleged to have arisen out of or in connection with such excavation and occupancy. I further agree to do all the work in accordance with the conditions, regulations and Village standards provided with this application, and I agree that any professional fees incurred in relation to this permit will be my responsibility. A copy of the ROW-Utility permit will be available for review at the job site at all times work is occurring in the right-of-way.

Authorized Company Representative or Homeowner: _____

Signature: _____

Date: _____

Any changes in operations set forth in this application without prior approval of the Village may result in citation and fine.

For Village Use

Application Received Date: _____

Village Official's Signature: _____

Bond Received Date: _____

Amount Received: _____

Village Official Signature: _____