



Town of Bernalillo

**APPLICATION FOR
WORK WITHIN
PUBLIC RIGHT-OF-WAY**

INSTRUCTIONS

Type or print clearly on this form, and attach supplementary materials, if required. Incomplete or inaccurate applications may delay the review process. Submit the completed application to the Town Planner with the required permit and inspection fee(s).

APPLICANT INFORMATION

Application on behalf of: Contractor Individual Organization/Business

Applicant: _____ **Telephone:** _____

Mailing Address: _____ **Email:** _____

Barricading/TCP Company: _____ **Telephone:** _____

Mailing Address: _____ **Email:** _____

GENERAL INFORMATION

Type of Work: Roadway Trenching/Excavation Sidewalk/Curb
 Fencing Landscaping Other: _____

Start Date/Time: _____ **End Date/Time:** _____

Location (street address): _____

Purpose: _____

CLOSURES

Double Lane	Single Lane	Turn Lane	Shoulder	Parking	Sidewalk/Bike
<input type="checkbox"/> E/B	<input type="checkbox"/> E/B	<input type="checkbox"/> E/B	<input type="checkbox"/> E/B	<input type="checkbox"/> E/B	<input type="checkbox"/> E/B
<input type="checkbox"/> W/B	<input type="checkbox"/> W/B	<input type="checkbox"/> W/B	<input type="checkbox"/> W/B	<input type="checkbox"/> W/B	<input type="checkbox"/> W/B
<input type="checkbox"/> N/B	<input type="checkbox"/> N/B	<input type="checkbox"/> N/B	<input type="checkbox"/> N/B	<input type="checkbox"/> N/B	<input type="checkbox"/> N/B
<input type="checkbox"/> S/B	<input type="checkbox"/> S/B	<input type="checkbox"/> S/B	<input type="checkbox"/> S/B	<input type="checkbox"/> S/B	<input type="checkbox"/> S/B
	<input type="checkbox"/> Center				

1. Closures for multiple locations require a separate permit for each location.
2. Simultaneous closures of multiple streets require submittal of a Traffic Control Plan developed by a traffic control specialist or professional engineer.

INSTRUCTIONS PRIOR TO WORK

1. Prior to digging, trenching or excavation, underground utilities need to be located and marked. Contact: New Mexico 811 at www.nm811.org or call 811 for utility line locates.
2. Repair and/or replacement of right-of-way must comply with the Design Standards of the Town. Request a copy of the design standard applicable to your project.
3. For complete lane closures, a minimum of 72 hours prior to closures, the applicant shall notify all adjacent property occupants/tenants. Evidence of notification shall be provided to the Town, upon request.

FEES

- \$25.00 Permit Fee
- \$90.00 Inspection Fee

ACKNOWLEDGEMENTS

Application is hereby made for work within a public right-of-way. I have examined, am familiar with, and will comply with any and all requirements of the Town of Bernalillo for such work. Including return or replacement of the right-of-way to the pre-work condition or better. I further understand and agree that neither the Town nor any of its agents shall be held liable for any lack of understanding, or misinterpretation, on my part, of any said requirements.

Signature of Applicant: _____ **Date:** _____

FOR OFFICIAL USE ONLY

Received by: _____ **Date:** _____

Reviewed By: _____ **Date:** _____

APPROVED (conditions) _____ **Date:** _____

DENIED (reason) _____ **Date:** _____

Permit Fee (\$25) Paid: _____ **Inspection Fee (\$90) Paid (if required):** _____ **Receipt #:** _____

***A copy of approved permits are submitted to the Town of Bernalillo Police Department, Fire Department and Public Works Department.**