



## CITY OF TAYLOR MILL, KENTUCKY

### Application for Installation Permits, Surface Cut Permits, and New Pole, Tower or Support Structure Permits.

Application Date: \_\_\_\_\_

#### Permit Types

Please indicate the number & type of permit (s) you are applying for permit you are applying:

Installation Permit: \_\_\_\_\_

Surface Cut Permit: Street Cut \_\_\_\_\_ Curb Cut \_\_\_\_\_ Sidewalk Cut \_\_\_\_\_

New Pole, Tower or Support Structure Permit: \_\_\_\_\_

#### Applicant/Contractor Information

Applicant /Contractor Name: \_\_\_\_\_

(Complete Legal Name as Registered with the Kentucky Secretary of State)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Does the Applicant have a franchise with the City? \_\_\_\_\_. If not, has the Applicant filed a Registration Statement with the City? \_\_\_\_\_

#### Local Representative Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Emergency Contact Information: \_\_\_\_\_

#### Property Owner's Information

Property Owner's Name \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Work Location (street address and GPS coordinates) \_\_\_\_\_

Purpose of Work \_\_\_\_\_

Square Footage . \_\_\_\_\_ Sq. Ft= Length x Width

Construction Dimensions \_\_\_\_\_

Preliminary installation schedule and completion date: \_\_\_\_\_

## **REQUIRED ATTACHMENTS**

**ATTACHMENTS:** Please clearly label each document "Attachment A," "Attachment B," etc.

**A. A certificate of insurance is required to be submitted with this application.**

**B. Unless otherwise exempt, a bond is required for a Surface Cut Permit.**

**C. Technical Description of the Proposed Project & Applicant's Plan for the Installation**

Designs are to be submitted in bullet format detailing equipment start point, routes and end point location, accompanied by routing maps(s). The following information shall be included in the application:

1. If the Applicant is proposing an underground installation in existing ducts or conduits within the rights-of-way, information in sufficient detail to identify the location of the existing ducts or conduits to be occupied;
2. Whether Applicant is proposing an underground installation within new ducts or conduits to be constructed within the rights-of-way;
3. The location, depth, size and quantity of proposed new ducts or conduits;
4. If Applicant intends to attach any part its Facilities to a utility pole, please describe the pole attachment plans below, including route, schedule, equipment to be used, etc.;
5. Describe the type of materials that will be installed by Applicant as part of, or as a result of, the construction proposed in this application (including drawing and schematics of any new poles, towers or support structures in the ROW) and
6. An appropriate scale map to show the route that the infrastructure will take through the City. Use colors and a clear legend to show the following: (1) the infrastructure that is proposed in the application, (2) overhead plan that will be installed, (3) existing infrastructure owned by the Applicant (or its affiliates) to which the new plan will be attached or integrated, and (4) to the extent known at the time of filing, the entire infrastructure that is planned for the City. If the map scale is too small to show the information clearly, the Applicant will be required to supply a larger map before any permit is issued.

**The City reserves the right to require supplementary, additional or other information that it deems reasonably necessary.**

**Applicant's Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_

## AFFIDAVIT

I, THE UNDERSIGNED, HAVE COMPLETED THE FOREGOING APPLICATION AND KNOW OF ITS CONTENTS OF MY OWN KNOWLEDGE. I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE COMMONWEALTH OF KENTUCKY THAT THE FOREGOING IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. PERMIT APPLICANT FURTHER ACKNOWLEDGES AND CERTIFIES THAT IT SHALL BE RESPONSIBLE TO CERTIFY TO THE CITY OF TAYLOR MILL ANY MATERIAL CHANGES TO THE INFORMATION PROVIDED IN THE COMPLETED APPLICATION. ADDITIONALLY, APPLICANT AGREES TO BE BOUND BY ALL PROVISIONS OF THE CITY'S RIGHT-OF-WAY ORDINANCE AND AGREES TO COMPLY WITH ALL FEDERAL, STATE AND LOCAL LAWS, RULES AND REGULATIONS RELATING TO INSTALLATION PERMITS, SURFACE CUT PERMITS, AND/OR NEW POLE, TOWER, OR SUPPORT STRUCTURE PERMITS, INCLUDING, BUT NOT LIMITED TO PROPER SIGNAGE, BARRICADES, LIGHTING AND SIMILAR SAFETY MEASURES. THE APPLICANT ALSO AGREES TO HOLD THE CITY OF TAYLORMILL ITS OFFICIALS, OFFICERS, AGENTS AND EMPLOYEES HARMLESS FROM ANY AND ALL CLAIMS FOR DAMAGES, INCLUDING ITS REASONABLE ATTORNEYS' FEES, AS A RESULT OF ANY ACTION THAT MAY BE FILED AS A RESULT OF DAMAGES ARISING FROM THE ISSUANCE OF THIS PERMIT OR FROM WORK DONE IN A CITY RIGHT-OF-WAY PURSUANT TO THIS PERMIT. THE APPLICANT FURTHER AGREES TO CARRY LIABILITY INSURANCE IN AN AMOUNT AND FROM A CARRIER SATISFACTORY TO THE CITY AND SUCH INSURANCE SHALL NAME THE CITY AS AN ADDITIONAL INSURED.

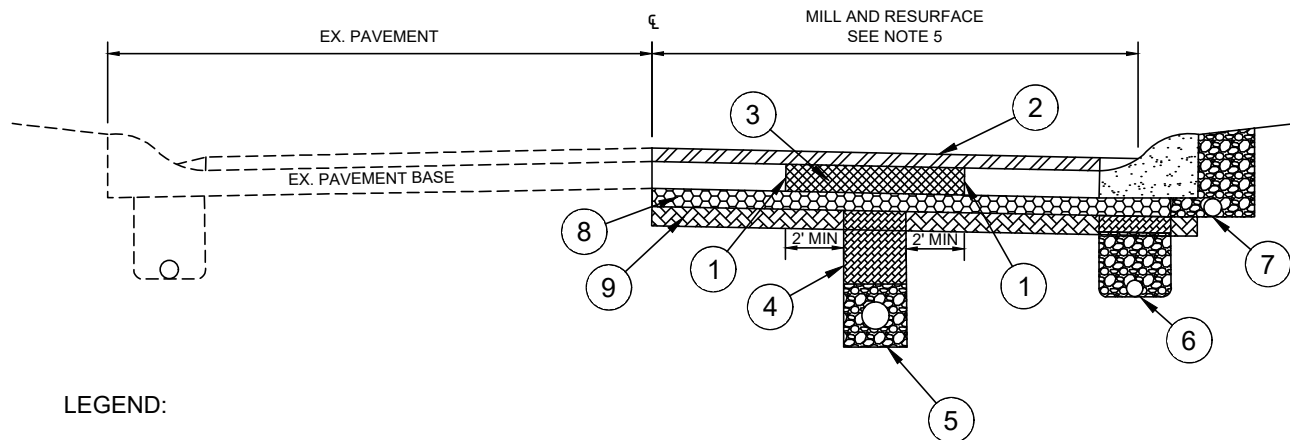
Legal Name of Permit Applicant: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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LEGEND:

- ① SAW CUT FULL DEPTH OF PAVEMENT
- ② MILL 1.5" AND RESURFACE- SEE NOTE 1
- ③ PAVEMENT BASE REMOVED- SEE NOTE 2
- ④ TRENCH BACKFILL- SEE NOTE 3
- ⑤ PROPOSED UTILITY DUCT WITH DUCT BEDDING
- ⑥ POSSIBLE PAVEMENT UNDERDRAIN WITH MIRAFI140NC, 4 OZ. NON-WOVEN FABRIC- SEE NOTE 6
- ⑦ POSSIBLE SIDE PAVEMENT UNDERDRAIN- SEE NOTE 6
- ⑧ POSSIBLE GRANULAR DRAINAGE BLANKET WITH MIRAFI500X WOVEN FABRIC- SEE NOTE 7
- ⑨ COMPACTED SUBGRADE

NOTES:

1. ALL ASPHALT RESURFACING AND MATERIALS SHALL CONFORM TO SECTION 4.7 OF THE KENTON COUNTY SUBDIVISION REGULATIONS.
2. WHEN EXISTING PAVEMENT BASE IS CONCRETE, THE PAVEMENT BASE SHALL BE REPLACED WITH CONCRETE CONFORMING TO SECTION 4.6 OF THE KENTON COUNTY SUBDIVISION REGULATIONS AND WHEN EXISTING PAVEMENT BASE IS ASPHALT, THE ASPHALT BASE SHALL BE REPLACED WITH FULL DEPTH ASPHALT CONFORMING TO SECTION 4.7 OF THE KENTON COUNTY SUBDIVISION REGULATIONS.
3. ALL TRENCH BACKFILL SHALL BE CONTROLLED-LOW-STRENGTH-MATERIAL (CLSM, FLOWABLE FILL) OR SHALL CONFORM TO SECTION 6.2-4, 6.2-5, OR 6.2-6 OF THE KENTON COUNTY SUBDIVISION REGULATIONS.
4. ANY CONCRETE CURBING OR CONCRETE CURB AND GUTTER DAMAGED OR REMOVED SHALL BE REPLACED MATCHING EXISTING CURBING.
5. SEE STANDARD DETAILS 2, 3, AND 4, FOR PAVEMENT MILLING AND RESURFACING REQUIREMENTS.
6. DISTURBED UNDER DRAINS SHALL BE REPLACED USING MATERIALS EXACTLY MATCHING EXISTING MATERIALS AND SHALL BE INSPECTED BY CITY OF TAYLOR MILL PUBLIC WORKS DEPARTMENT.
7. ALL GRANULAR DRAINAGE BLANKETS DISTURBED SHALL BE REPLACED USING MATERIALS EXACTLY MATCHING EXISTING MATERIALS. PLACEMENT OF ALL MATERIALS SHALL BE INSPECTED BY THE CITY OF TAYLOR MILL PUBLIC WORKS DEPARTMENT.

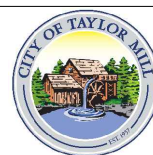


**ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 1**

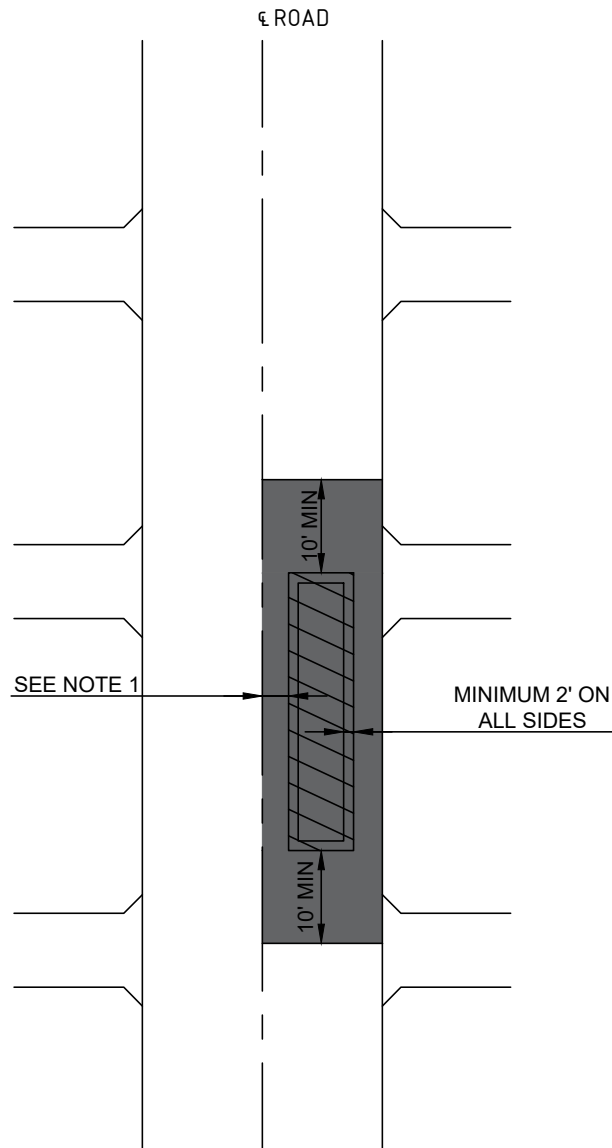
**ASPHALT PAVEMENT TRENCH  
DETAIL**

ISSUE DATE:

7/22/24



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INDICATES LIMITS OF 1.5" MILL AND ASPHALT RESURFACING



PAVEMENT CUT



UTILITY TRENCH

NOTES:

1. WHEN THIS DISTANCE ENCROACHES INTO THE ADJACENT LANE, THE ENTIRE WIDTH OF THE ADJACENT LANE SHALL BE MILLED AND RESURFACED.
2. SEE DETAIL NO. 1 FOR TRENCH BACKFILL AND PAVEMENT REPLACEMENT REQUIREMENTS.



**ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 2**

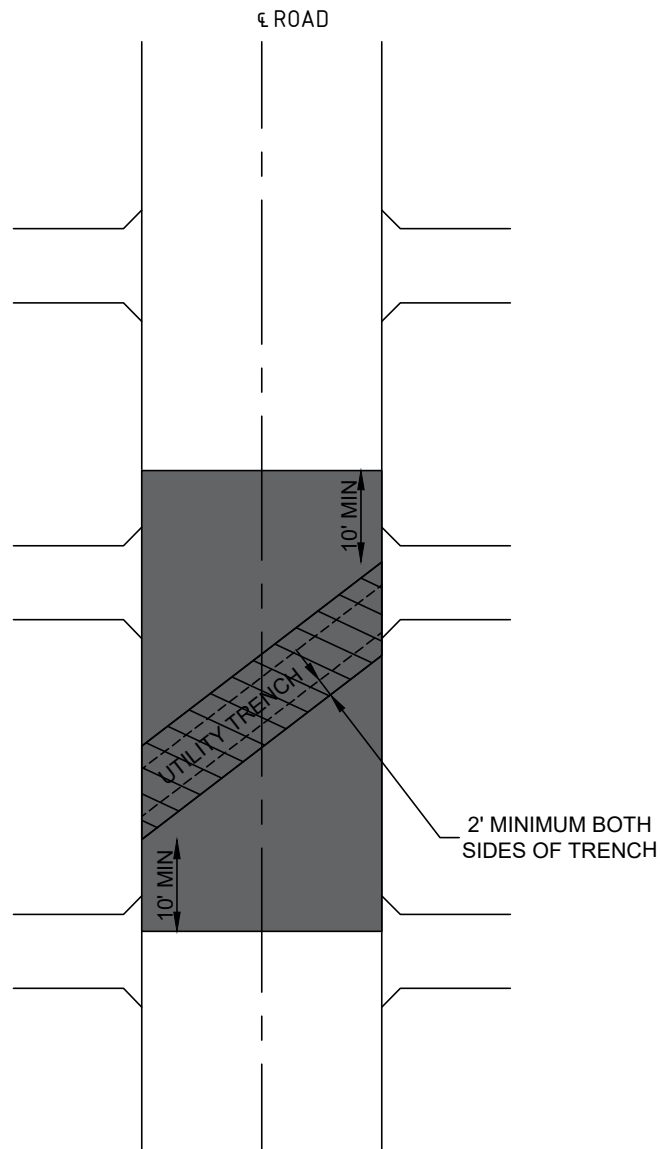
**ASPHALT TRENCH EXCAVATION**

ISSUE DATE:

7/22/24



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INDICATES LIMITS OF 1.5" MILL AND ASPHALT RESURFACING



PAVEMENT CUT



UTILITY TRENCH

NOTES:

1. WHEN THIS DISTANCE ENCROACHES INTO THE ADJACENT LANE, THE ENTIRE WIDTH OF THE ADJACENT LANE SHALL BE MILLED AND RESURFACED.
2. SEE DETAIL NO. 1 FOR TRENCH BACKFILL AND PAVEMENT REPLACEMENT REQUIREMENTS.



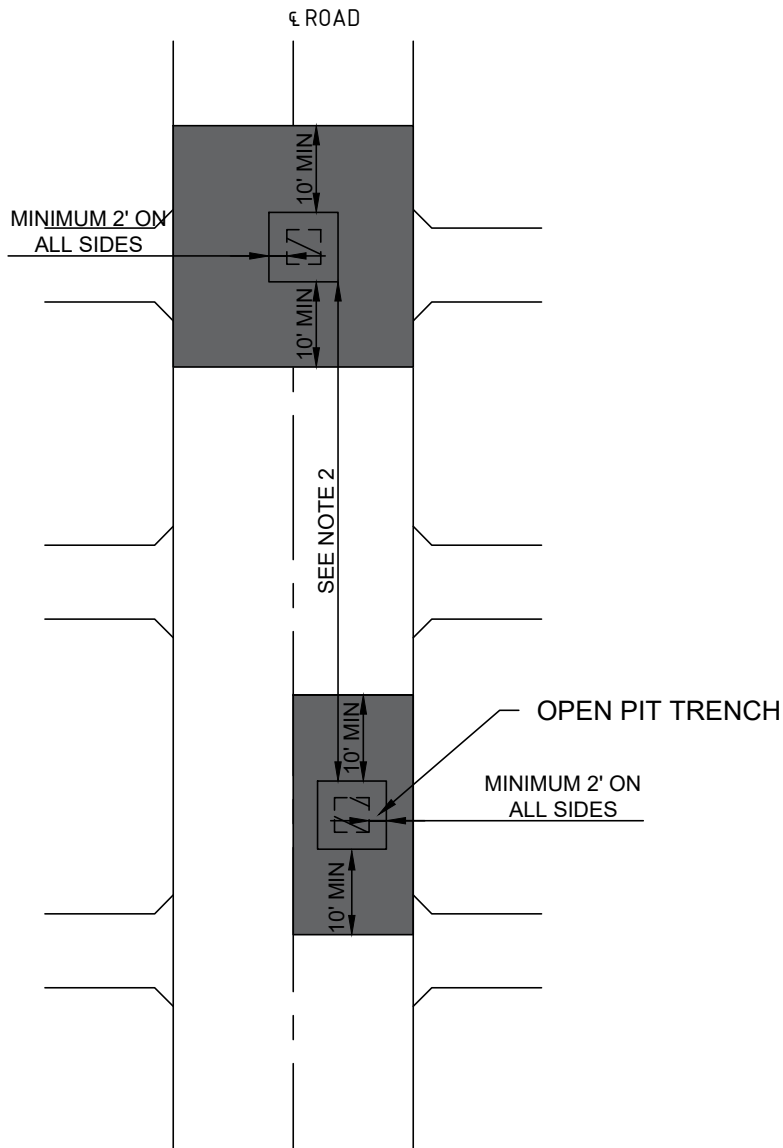
**ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 3**

**ASPHALT DIAGONAL TRENCH**

ISSUE DATE:

7/22/24





INDICATES LIMITS OF 1.5" MILL AND ASPHALT RESURFACING



PAVEMENT CUT

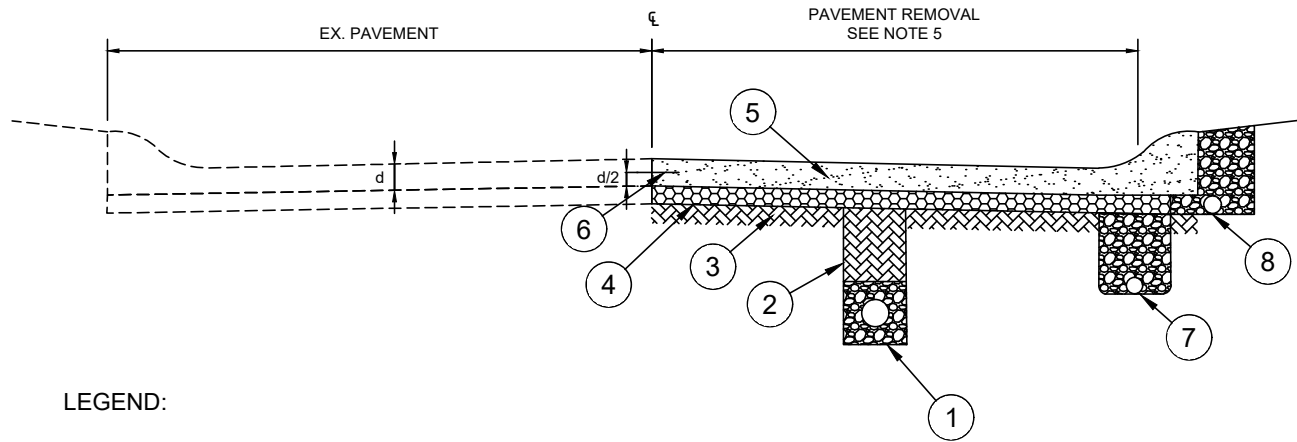


UTILITY TRENCH

#### NOTES:

1. WHEN THIS DISTANCE ENCROACHES INTO THE ADJACENT LANE, THE ENTIRE WIDTH OF THE ADJACENT LANE SHALL BE MILLED AND RESURFACED.
2. SEE DETAIL NO. 1 FOR TRENCH BACKFILL AND PAVEMENT REPLACEMENT REQUIREMENTS.

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LEGEND:

- ① PROPOSED UTILITY DUCT WITH DUCT BEDDING
- ② TRENCH BACKFILL- SEE NOTE 1
- ③ COMPACTED SUBGRADE
- ④ POSSIBLE GRANULAR DRAINAGE BLANKET WITH MIRAFI500X WOVEN FABRIC- SEE NOTE 2
- ⑤ REPLACEMENT PAVEMENT- SEE NOTE 3 AND 5
- ⑥ 5/8" REBAR, 18" ON CENTER, DRILLED INTO EXISTING CONCRETE PAVEMENT
- ⑦ POSSIBLE PAVEMENT UNDERDRAIN WITH MIRAFI140NC, 4 OZ. NON-WOVEN FABRIC- SEE NOTE 4
- ⑧ POSSIBLE SIDE PAVEMENT UNDERDRAIN- SEE NOTE 4

NOTES:

1. ALL TRENCH BACKFILL SHALL BE CONTROLLED-LOW-STRENGTH-MATERIAL (CLSM, FLOWABLE FILL) OR SHALL CONFORM TO SECTION 6.2-4, 6.2-5, OR 6.2-6 OF THE KENTON COUNTY SUBDIVISION REGULATIONS. ALL BACKFILLING SHALL BE INSPECTED BY THE CITY OF TAYLOR MILL PUBLIC WORKS DEPARTMENT.
2. ALL GRANULAR DRAINAGE BLANKETS DISTURBED SHALL BE REPLACED USING MATERIALS EXACTLY MATCHING EXISTING MATERIALS. PLACEMENT OF ALL MATERIALS SHALL BE INSPECTED BY THE CITY OF TAYLOR MILL PUBLIC WORKS DEPARTMENT.
3. CONCRETE PAVEMENT REPLACEMENT SHALL CONFORM TO SECTION 4.6 OF THE KENTON COUNTY SUBDIVISION REGULATIONS AND HAVE A PAVEMENT THICKNESS OF 7".
4. DISTURBED UNDER DRAINS SHALL BE REPLACED USING MATERIALS EXACTLY MATCHING EXISTING MATERIALS AND SHALL BE REPLACED USING MATERIALS EXACTLY MATCHING EXISTING MATERIALS AND SHALL BE INSPECTED BY CITY OF TAYLOR MILL PUBLIC WORKS DEPARTMENT.
5. CONCRETE PAVEMENT SHALL BE SAWCUT FULL DEPTH OF PAVEMENT, REMOVED AND REPLACED TO THE NEAREST JOINT. THE REMOVAL OF PARTIAL BLOCKS IS NOT PERMITTED.
6. SEE STANDARD DETAILS 6, 7, AND 8, FOR CONCRETE PAVEMENT REMOVAL REQUIREMENTS.



**ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 5**

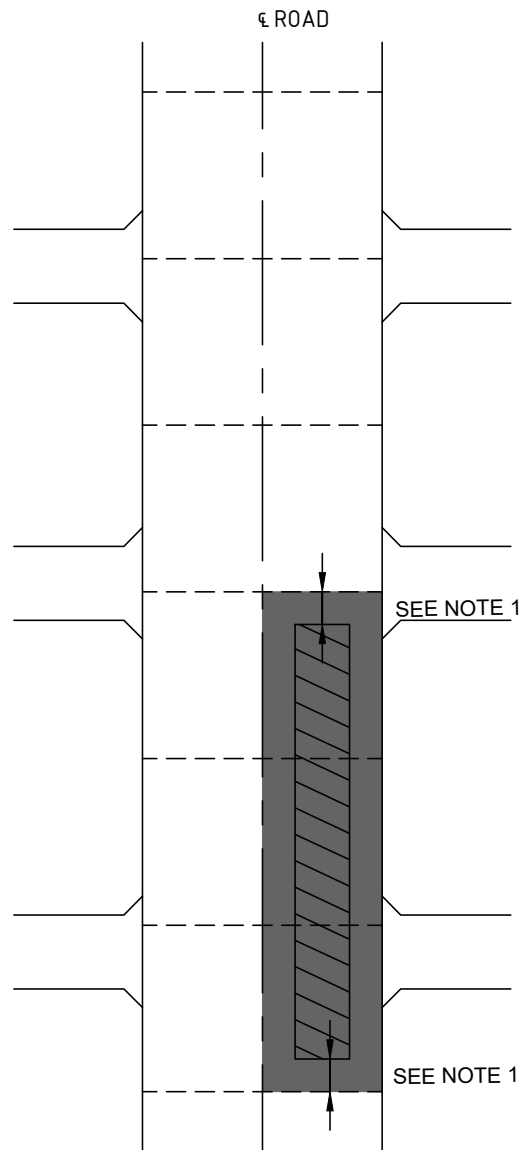
**CONCRETE PAVEMENT TRENCH  
DETAIL**

ISSUE DATE:

7/22/24



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INDICATES LIMITS OF CONCRETE  
PAVEMENT REPLACEMENT



PROPOSED TRENCH EXCAVATION



EXISTING PAVEMENT JOINT

NOTES:

1. WHEN THIS DISTANCE IS LESS THAN 2' ON ANY SLAB, THE ADJACENT SLAB MUST BE REPLACED
2. ALL JOINTS SHALL BE SEALED PER KENTON COUNTY SUBDIVISION REGULATIONS.
3. ALL JOINTS SHALL BE SAWCUT FULL DEPTH BEFORE PAVEMENT REMOVAL.
4. SEE DETAIL NO. 5 FOR TRENCH BACKFILL AND PAVEMENT REPLACEMENT REQUIREMENTS.



**ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 6**

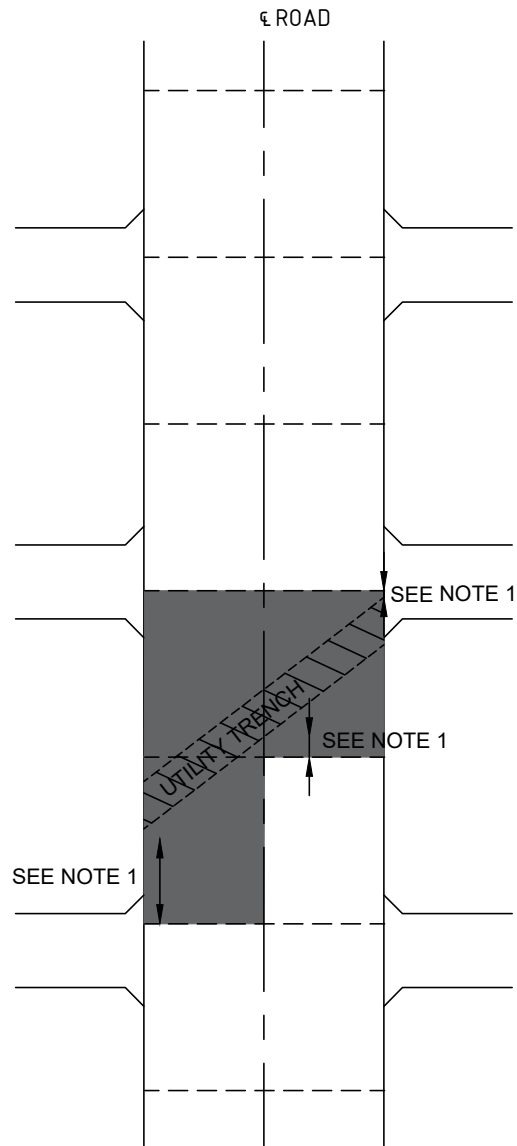
**CONCRETE TRENCH EXCAVATION**

ISSUE DATE:

7/22/24



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INDICATES LIMITS OF CONCRETE  
PAVEMENT REPLACEMENT



PROPOSED UTILITY TRENCH



EXISTING PAVEMENT JOINT

#### NOTES:

1. WHEN THIS DISTANCE IS LESS THAN 2' ON ANY SLAB THE NEXT SLAB MUST BE REPLACED.
2. ALL JOINTS SHALL BE SEALED PER KENTON COUNTY SUBDIVISION REGULATIONS.
3. ALL JOINTS SHALL BE SAWCUT FULL DEPTH BEFORE PAVEMENT REMOVAL.
4. SEE DETAIL NO. 5 FOR TRENCH BACKFILL AND PAVEMENT REPLACEMENT REQUIREMENTS.



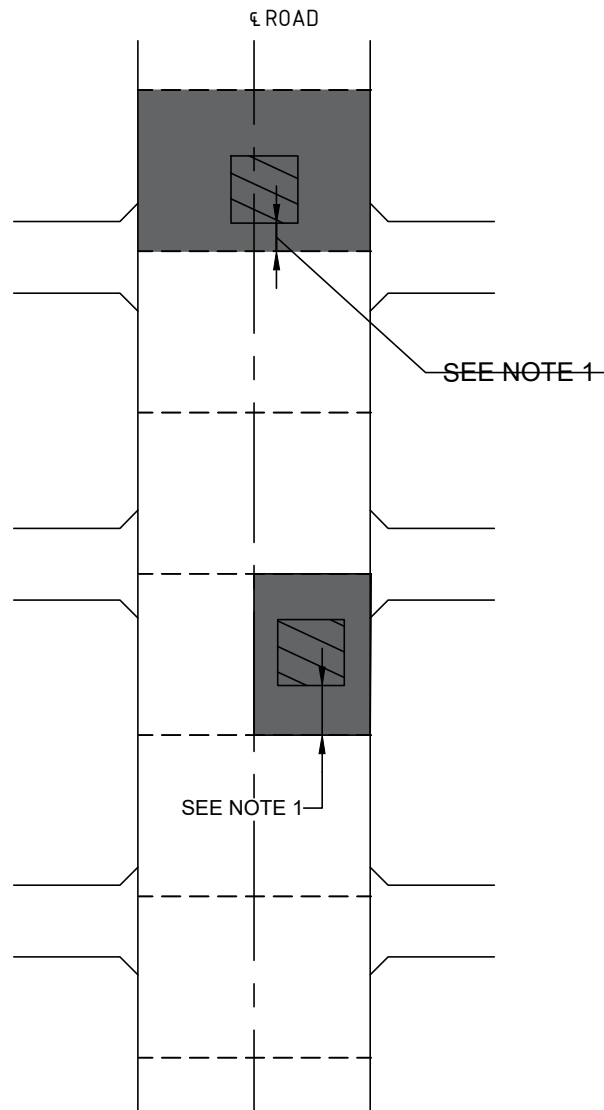
## ENCROACHMENT PERMIT STANDARD DETAIL NO. 7

### CONCRETE DIAGONAL TRENCH

ISSUE DATE:

7/22/24





INDICATES LIMITS OF CONCRETE  
PAVEMENT REPLACEMENT



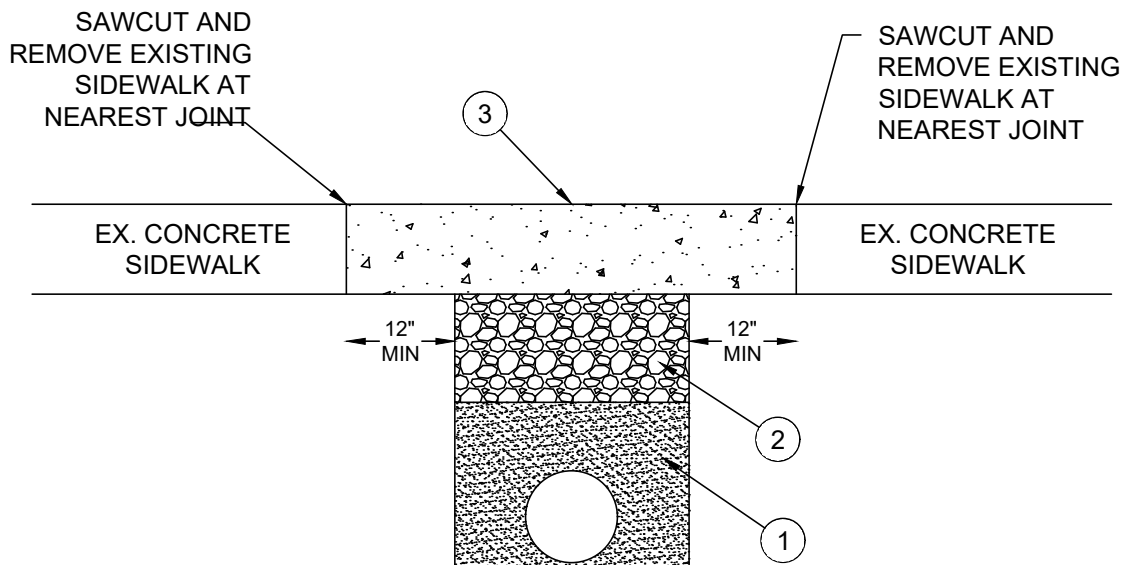
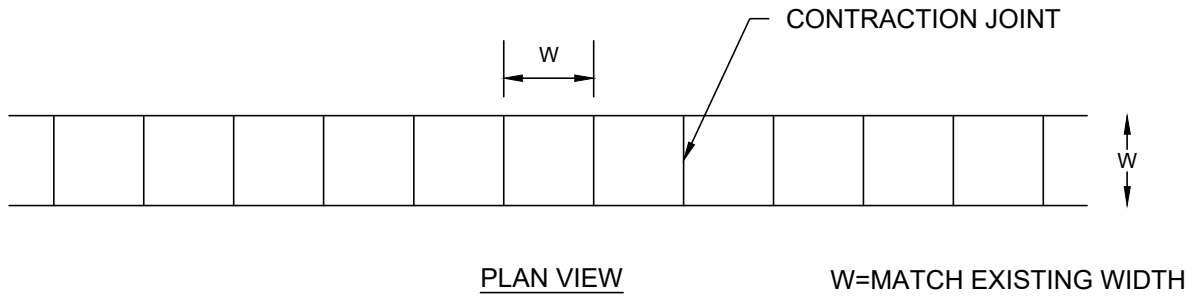
PROPOSED UTILITY TRENCH



EXISTING PAVEMENT JOINT

#### NOTES:

1. WHEN THIS DISTANCE IS LESS THAN 2' ON ANY SLAB THE NEXT SLAB MUST BE REPLACED.
2. ALL JOINTS SHALL BE SEALED PER KENTON COUNTY SUBDIVISION REGULATIONS.
3. ALL JOINTS SHALL BE SAWCUT FULL DEPTH BEFORE PAVEMENT REMOVAL.
4. SEE DETAIL NO. 5 FOR TRENCH BACKFILL AND PAVEMENT REPLACEMENT REQUIREMENTS.



NOTES:

1. ALL CONCRETE SHALL CONFORM TO SECTION 4.6 OF THE KENTON COUNTY SUBDIVISION REGULATIONS.
2.  $\frac{1}{2}$ " PREFORMED EXPANSION JOINT MATERIAL REQUIRED AT 100' SPACING.

LEGEND:

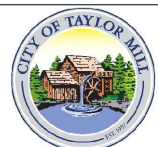
- ① PROPOSED UTILITY DUCT WITH DUCT BEDDING
- ② #57 AGGREGATE COMPACTED TO 80% RELATIVE DENSITY
- ③ 4" CONCRETE SIDEWALK

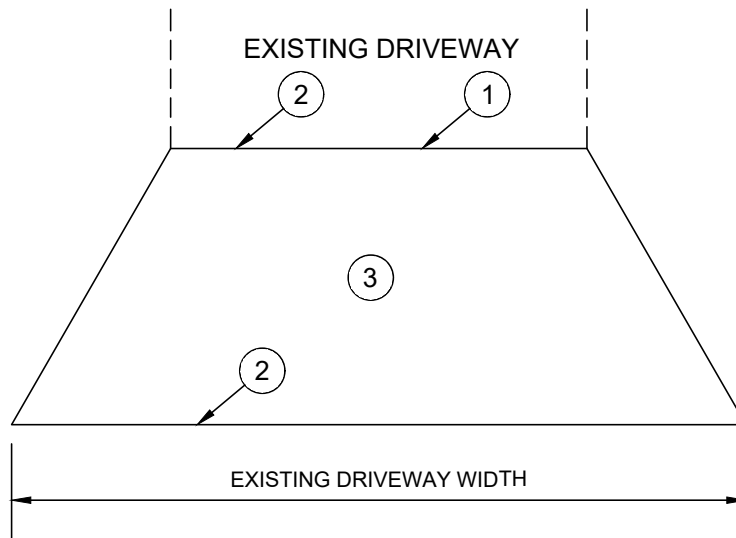
ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 9

TRENCH IN CONCRETE SIDEWALK

ISSUE DATE:

7/22/24

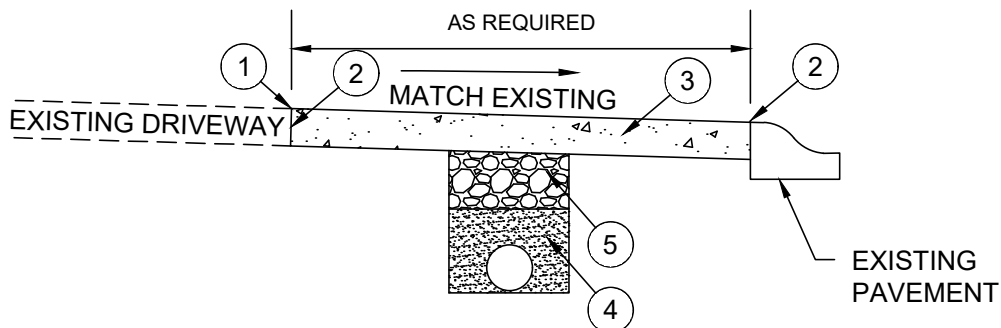




PLAN VIEW

NOTES:

1. ALL CONCRETE SHALL CONFORM TO SECTION 4.6 OF THE KENTON COUNTY SUBDIVISION REGULATIONS.
2. ALL ASPHALT SHALL CONFORM TO SECTION 4.7 OF THE KENTON COUNTY SUBDIVISION REGULATIONS.



SECTION VIEW

LEGEND:

- ① SAWCUT AND REMOVE EXISTING
- ②  $\frac{1}{2}$ " PREFORMED EXPANSION JOINT MATERIAL REQUIRED ON CONCRETE DRIVEWAYS
- ③ EXISTING DRIVEWAY TO BE REMOVED AND REPLACED
- ④ PROPOSED UTILITY DUCT WITH DUCT BEDDING
- ⑤ #57 AGGREGATE COMPACTED TO 80% RELATIVE DENSITY

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**ENCROACHMENT PERMIT  
STANDARD DETAIL NO. 10**

**DRIVEWAY REPLACEMENT**

ISSUE DATE:

7/22/24

