Anthony Copeland
Mayor

Engineering Department
City of East Chicago, 4718 Indianapolis Blvd., East Chicago, Indiana 46312
Telephone: (219) 391-8355; Fax: (219) 391-8401; Website: www.eastchicago.com

RIGHT-OF-WAY APPLICATION

Documentation Necessary:

- □ **Photo ID**
- □ **A Release from Liability Form must be signed and notarized by applicant**
- □ **Contractors must be licensed, insured and bonded with the Building Department**

Procedure:

A. Present all above information to the Engineering Department
B. On-site inspection
C. Application will be presented to Board of Public Works for approval

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DEPARTMENTAL USE

Date Received: _____ **Initials of Receiver**: _____

Date of Application Approval: _____

Signature of Engineering Staff: _____

Revised: 7/2016

City of East Chicago
Board of Public Works Permit Application

Permit Application Number:

Permit Type: □ **Utility** □ **Driveway** □ **Heavy Load** □ **City** □ **Other**: _____

Repair Type:

Date:

Applicant: _____ **Phone**: _____

Address: _____

Location: _____

Description: _____

_____

_____
Applicant Signature

TO BE FILLED OUT BY THE ENGINEERING DEPARTMENT

	Yes	No		
Indemnification Agreement	□	□		
Certificate of Insurance	□	□		
Bond Required	□	□	**Bond Amount:**	$_____
Special Hauling	□	□	**Bonding Agent:**	_____
Building Permit	□	□	**Bond Number:**	_____

Pre-Inspection

Inspected by:	**Inspection Approved By:**	**Date**:
Engineering Dept.	_____	_____
	_____	_____
	_____	_____

Approved Board of Public Works

_____
Contact Name

_____
Presiding Officer

Date Issued: _____

_____
Company or Home Owner

Expiration Date: _____

Follow-up Inspection

Name:	**Date**:	**Comments**:
	_____	_____
	_____	_____
	_____	_____

Will Road be closed: _____ □ **MOT is required for road closure** □ **Completed** _____

Revised: 7/2016

Permit Application Number:

RELEASE FROM LIABILITY

The City of East Chicago, Indiana (City) through its Board of Public Works and _____ (Contractor/Owner) by _____ agrees as follows:

1.) The Contractor/Owner wishes permission from the City to permit _____ on the City Right-Of-Way at _____ in the City of East Chicago.

2.) The City grants permission as described above in Section 1 for _____ days and for related functions supervised by the Contractor/Owner.

3.) The Contractor/Owner agrees to hold the City harmless and indemnify the City for any loss, cost, claim, or expense arising out of the permitted use of the City Right-Of-Way causing property damage, injury, or death to any person or persons.

4.) The Contractor/Owner agrees to reimburse the City for all cost related to any claim or lawsuit the City incurs regarding any matter from the permitted used of the City Right-Of-Way under this agreement.

5.) The Contractor/Owner agrees not to interfere with any drainage, sewer or water pipe, city alarm or other city services, which is now or which may hereafter be located on or across said Right-Of-Way.

6.) The Contractor/Owner agrees not to mark or damage the City Right-Of-Way in any manner and assumes the full responsibility for the repair and full restoration of the City Right-Of-Way. The restoration of City Right-Of-Way back to original or better condition shall be done by the Company at its own expense.

All is agreed to this _____ day of _____ 20____.

Sign: _____

Name:

Address:

STATE OF INDIANA)
) SS
COUNTY OF LAKE)

Before me, the undersigned, a notary public in and for said county and state, personally appeared _____ and acknowledge the execution of the foregoing this _____ day of _____, 20 ____.

My Commission Expires: _____
(Notary Public)

A resident of Lake County

Revised: 7/2016