



Development Services

Public Improvement Permit Application

Project Information

Project Name: _____

Project Location: _____

Type of Project:

Site Civil
 Street
 Storm Drainage
 Street/Storm Drainage
 Streetlight

Project Start Date: _____ Project Finish Date: _____

Lane closure required during construction of the project:
 Yes
 No

Contact Information

Applicant Information (contractor performing work)

Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Email: _____

Office Phone: _____ Cell Phone: _____ Fax: _____

Developer Information

Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Person: _____ Email: _____

Office Phone: _____ Cell Phone: _____ Fax: _____

Attachments

- | | | |
|--|-----------------------------------|---|
| Total Construction Cost (previously accepted by City) | <input type="checkbox"/> Attached | \$ _____ |
| 100% Performance and 2-Year Maintenance Bond | <input type="checkbox"/> Attached | |
| Certificate of Liability Insurance | <input type="checkbox"/> Attached | |
| 4% Inspection Fee | <input type="checkbox"/> Attached | |
| Traffic Control Plan (required for lane closures) | <input type="checkbox"/> Attached | <input type="checkbox"/> Not Applicable |
| 125% Stormwater Quality Letter of Credit (provided by Landowner and required prior to permit being issued) | <input type="checkbox"/> Attached | <input type="checkbox"/> Not Applicable |
| Owner Authorization Form | <input type="checkbox"/> Attached | <input type="checkbox"/> Not Applicable |

Certification and Acknowledgment

The undersigned applicant certifies and acknowledges that: (1) the above described work shall be constructed in accordance with the *Shawnee Design Manual* and the plans incorporated herein by reference and made a part thereof, supporting documents and specifications accepted by the City Engineer; (2) the undersigned person is authorized to execute the application either as the Owner/CEO/President of the company or as a designated agent of the applicant (attach completed Owner Authorization Form) and as such shall be jointly and severably responsible for compliance with all codes regulating the described work, including the abatement of any cited violations, and shall accept service of process of all notices; (3) the execution of this application conveys to the City Engineer or designee the right to enter upon property identified on the approved plans for purpose of conducting inspection and observation of the described work; (4) during the two-year maintenance period following the date of initial acceptance of the described work by the City Engineer, the applicant shall make all needed repairs arising as the result of defective workmanship or materials which, in the judgment of the City Engineer, become necessary during the maintenance period; and, (5) failure to comply with the conditions of the permit could result in fines to the applicant and/or their designated agent.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Name of Company: _____

Drivers License Number: _____ City Verification: _____

City Information

The Development Services Department is responsible for issuing Public Improvement Permits. Permit applications can be dropped off at the front desk of the Development Services Department located in the east wing of City Hall, Monday-Friday between 8:00 a.m. and 5:00 p.m. Contact the Development Engineer by phone at (913) 742-6012 or by E-Mail at deveng@cityofshawnee.org with questions or to request additional information.