

STREET PERMIT APPLICATION

City of Ithaca Department of Public Works
Engineering Office, 2nd Floor, City Hall
108 E. Green St., Ithaca, New York 14850
607-274-6528 (phone) 607-274-6587 (fax)

Applicant Name: _____ Applicant Phone: _____

Applicant Address: _____

Property Owner's Name (if not applicant): _____ Phone: _____

Property Owner's Address (if not applicant): _____

Worksite Address: _____

Description of Work: _____

Planned Start Date: _____ Planned Finish Date: _____

Required Items:

- Contractor's insurance (**naming City of Ithaca as additionally insured**) or property insurance
- Certificate of Workers' Compensation insurance or waiver
- Sketch, plan, and/or description of work, including a work zone plan
- Certificate of Disability Benefits insurance or waiver

Fees:

1.	Work involving only sidewalk repair	\$25
2.	All work that involves more than just sidewalk repair, and any occupancy/obstruction of City property and/or right of way	\$50
3.	Special fees for projects involving building demolition or construction	see schedule

Notes:

- For additional Street Permit requirements and specifications, refer to Chapter 342 of the City of Ithaca City Code or contact the DPW Engineering Office.
- Projects requiring a Street Permit that involve building demolition or construction are subject to additional fees. A schedule of these fees can be found on the back of this application.
- Additional fees, permits, and/or approvals may be required, such as a Building Permit, Tree Permit, or inspection fees. The applicant is responsible for securing all of the relevant permits and/or approvals.

Submitting this permit application does not mean that you have received a permit ... a Street Permit has not been issued until you have received a GREEN PERMIT CARD.

Penalty for work without a permit is \$250

Per City Code §342-50

SPECIAL STREET PERMIT FEES FOR USE OF STREET OR SIDEWALK IN BUILDING DEMOLITION OR CONSTRUCTION PROJECTS

PURPOSE: The Board of Public Works has established special Street Permit fees in an effort to discourage unnecessary right of way obstructions regarding building demolition or construction projects.

TYPES OF PROJECTS SUBJECT TO FEES: Projects involving building demolition or building construction (which includes erection, demolition, repair, alteration or reconstruction of a building), and which require the issuance of a Street Permit, are subject to the special fees.

FEE SCHEDULE

PARKING SPACES (defined as a 20 linear foot distance within legal parking or loading zones)

In areas with no meters or pay stations:	\$5/day/space, plus \$20 deposit (each) for use of DPW signs
In areas with meters/pay stations:	\$20/day/space, plus \$20 deposit (each) for use of DPW signs

SIDEWALK CLOSURE

Residential area (R1 and R2 zones):	\$100 per week
Commercial area (all zones except R1 and R2):	\$200 per week to divert sidewalk into adjacent parking lane (no additional charge for parking lost) \$500 per week to close sidewalk and detour pedestrians to the other side of the street

TRAVEL LANE CLOSURE \$50/day

STREET CLOSURE \$100/day

All days are calendar days and therefore include weekends and holidays.
Days and weeks are not pro-rated for partial occupancy.