



**PUBLIC WORKS PERMIT CITY OF ANNA MARIA**

**Department of Public works**

10005 Gulf Drive, P.O. Box 779  
 Anna Maria, Florida 34216-0779  
 Phone (941) 708-6132 Fax (941)708-6136

**APPLICANT NAME** \_\_\_\_\_

**WORK ADDRESS** \_\_\_\_\_

**PHONE #** \_\_\_\_\_ **24 HOUR EMERGENCY PHONE #** \_\_\_\_\_

**LOCATION WHERE WORK WILL BE PERFORMED:STREET;** \_\_\_\_\_ **ROW;** \_\_\_\_\_ **EASEMENT;** \_\_\_\_\_

**DESCRIBE PROJECT;** \_\_\_\_\_

**Fee will be assessed on most intensive work type as determined by Public Works Director**

A – Grade and Sod Swales	C – Combined J&B/Road Cuts	H – Driveway Aprons
A – Minor Landscaping (Commercial)	C – Installation of New Equipment	H – Curb Cuts
A –Temporary Road Closure	C – Jack and Bore	H – Landscaping adjacent to ROW – past 8’ limit
A – Single Utility Pole or pedestal	C – Road Cuts – any type	
	C – Excavate in ROW (utility taps, etc.)	Miscellaneous – Erosion Control
B – Material Staging Areas		
B – Significant Landscaping (Commercial)	D – General Roadway Work	
B – Parking Areas/Spaces (new or maintenance)	D – Intersection Work	
B- Ground Water discharge from excavation	D – Turn Lanes	

**FEE ASSESSED:** \_\_\_\_\_ + **\$25.00 FILING FEE** = **TOTAL FEE \$** \_\_\_\_\_

**Director of Public Works:** \_\_\_\_\_ **Approved/Denied** **Date:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_ **Permit Number:** \_\_\_\_\_

**I N S T R U C T I O N S**

1. The applicant may be required to provide a bond acceptable to the City Clerk in the minimum amount of \$15,000.00 or the Engineer’s estimate, whichever is greater to assure restoration of the area to original or better condition for work hereby permitted.
2. City Ordinance requires that the entity responsible for the work restore the area to the condition that existed prior to the time the work commenced. All construction and restoration must meet those requirements determined applicable by Anna Maria before work will be deemed complete and before applicant will be released from said responsibility or posted bond returned.
3. A minimum of Two (2) plan copies must accompany this application. Plans must show all locations of underground and overhead utilities, culverts, driveways or any other structures in the right-of-way. Typical cross-section showing depth of existing utilities and location of proposed installation must be included. An approved MOT (maintenance of traffic) plan is required for work, material and equipment storage, and employee parking that utilizes the “clear zones” at any time. Engineering may be required.
4. The Right of Way Use Permit will become invalid on the expiration date noted on the permit. Fees are set by Resolution of the City Commission.
5. The City Inspector MUST be notified at least 24 hours prior to commencement of construction operations. Fax notification to (941) 708-6136.