



Right of Way Utilization Q&A

What is the right-of-way?

The right-of-way is the area of land that coincides with all city maintained streets. This area includes the street and the tracts of land on either side of the street, generally a distance of 10" to 12" leading away from the back edge of the street or curb. The city holds rights to these areas to control the work done on and near the streets and utilities.

OR

The right-of-way is property controlled by the city for the use of the public as a way for traffic to travel. Traffic can mean vehicles or pedestrians. The right-of-way is the street, sidewalk, curb and gutter, alley, and/or lawns and landscaping. Note that the right-of-way is not just the paved portion but also the entire width from private property line to private property line.

When do I need a right-of-way permit?

A city right-of-way permit is required for work or activities in the right-of-way including maintenance or repair of existing facility, new construction, installation or repair of an underground utility, installation of planters, retaining walls, mailbox, newspaper box, irrigation system, landscaping or placing construction waste container, etc. This permit lets the city know what work is being done and provides a way for it to monitor, coordinate, and inspect every aspect of the work.

Who applies for a right-of-way permit?

Normally, the contractor performing the work applies for the permit. It is possible for a contractor to apply for a permit for work to be performed by subcontractors. This can minimize the number of permits required for large projects involving many subcontractors. All contractors applying for permit, including city departments, must have the required paperwork.

What is the cost of a right-of-way permit?

Fees are determined by the work being performed and are due at the time the permit is issued. A copy of the Fee Schedule is available on the city's website at www.cityofsweetwater.fl.gov.

Where do I submit my completed application?

Applications must be submitted to the Public Works Department, located at 1701 NW 112th Avenue, Unit 103, Sweetwater, FL 33174, Monday through Friday, from 8 a.m to 4 p.m.

What are the criteria used for approving right-of-way permits?

Each request will be examined to determine if it complies with the provisions of the City of Sweetwater code and adopted engineering and development standards.

What do I need to submit to apply for a right-of-way permit?

1. Completed application, as provided by the city (permit application form may be downloaded at www.cityofsweetwater.fl.gov under "important links" tab.)
2. Two copies of detailed plan of work on site plan or survey
3. Statement demonstrating that the placement and maintenance of the proposed work will not
 - a. create visual blight;
 - b. pose a safety hazard to the traveling public;
 - c. diminish or interfere with the function, maintenance, or operation of the public right-of-way, public way or public property; OR
 - d. otherwise harm the health, safety or welfare of the community wherein the work is to be located.
4. Approved traffic control plan (MOT – Maintenance of Traffic)
5. Contractor must be registered with the City and provide Current liability insurance with the City of Sweetwater listed as an “additional insured” (Contractor's registration form may be downloaded at www.cityofsweetwater.fl.gov under "important links" tab.)

How long will it take to process my application?

Upon receipt of all criteria listed above, project review shall be acted on within 10 working days.

Who do I call if I have questions?

Please call Public Works Department at 305-455-6585.

Once I have the permit, is there anything else?

All work in the right-of-way must be inspected. Please call the 305-455-6585, 24 hours prior to Start-of-Work and Upon-Completion-of-Work. Under the City Noise Ordinance, construction activity is limited to Monday through Saturday, from 7 a.m. to 3 p.m. No construction-related noise is permitted on holidays or weekends.