

## 150.221 Mail Box installation or replacement (post only)

### A) Permitting

- a. Many of the Village streets include storm/pavement subgrade drains behind the curb. A permit is required to ensure that these critical drainage pipes aren't damaged during mailbox installation.
- b. Submit a Right of Way Permit Application to Village Clerk (with fees and deposit).
- c. Submit neat drawings of proposed mailbox location. Show distance from intersections, hydrants, drives etc. Drawings should indicate the size and depth of the proposed post hole and the means of anchoring the post.
- d. A Zoning Permit is not required.
- e. The Zoning Inspector reviews the application.

### B) Village Fees

- a. Right of Way Permit Application fee and other fees/deposits described in the latest Village of Mogadore *Permits and Approvals Fee Schedule* required with application submittal.

### C) Village Standards

- a. The individual performing excavations within the Village is required to contact OUPS, OGPUP, 811 or individual utilities as required to locate and protect underground facilities. Record drawings are not exact and care should be used when excavating near utilities shown on plans or marked in the field. The Village should be contacted directly for the location of storm sewers.
- b. Hand dig all mailbox post holes within the Village.
- c. Refer to the Village "Mailbox Installation" detail for minimum clearances from the curb.
- d. Any drainage pipe or structure damaged must be completely repaired at the cost of the property owner.
- e. Provide a minimum of 12" of clearance between the drain pipe and the post and any concrete backfill used to anchor the post.

### D) Inspections

- a. The Village Zoning Inspector will inspect the work.
- b. Failure to repair a damaged pipe will result in a loss of deposit and require the Village to repair the drain pipe and possibly re-locate the mailbox post.

# VILLAGE OF MOGADORE

## RIGHT-OF-WAY PERMIT

135 S. Cleveland Ave., Mogadore, OH 44260  
Phone: 330-628-4896 Fax 330-628-5850



DATE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

TYPE AND LOCATION OF WORK: \_\_\_\_\_

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ANTICIPATED START DATE: \_\_\_\_\_ ANTICIPATED COMPLETION DATE: \_\_\_\_\_

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VILLAGE COMMENTS: \_\_\_\_\_

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APPROVED: \_\_\_\_\_ PERMIT #: \_\_\_\_\_ DATE: \_\_\_\_\_

FEE: \_\_\_\_\_ DEPOSIT: \_\_\_\_\_ PAID: \_\_\_\_\_

INSPECTED: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTE: VILLAGE INSPECTION FEES MAY BE REQUIRED. INSPECTION IS BASED ON THE TYPE AND DURATION OF THE WORK BEING PERFORMED. PLEASE ASK TO SEE IF INSPECTION WILL BE REQUIRED.

NOTE: PAGE 2 MUST BE COMPLETED FOR ALL WORK REQUIRING EXCAVATION.

**RIGHT-OF-WAY PERMIT  
ROAD OPENING INFORMATION**



IF THE PROPOSED RIGHT-OF-WAY WORK REQUIRES EXCAVATION, THE FOLLOWING INFORMATION MUST BE COMPLETED.

EXCAVATION TO BE \_\_\_\_\_ FEET LONG BY \_\_\_\_\_ FEET WIDE BY \_\_\_\_\_ FEET DEEP

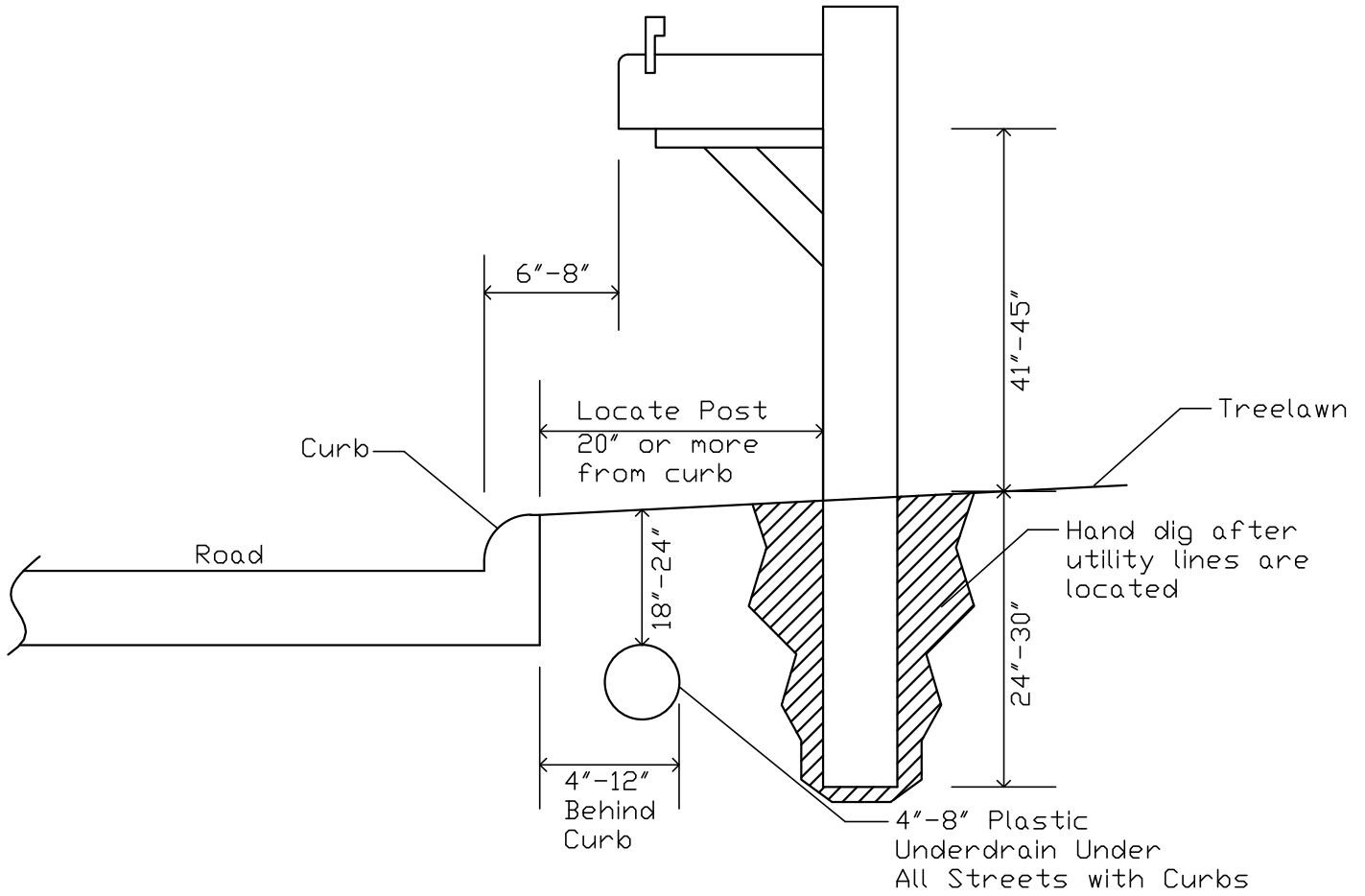
EXCAVATION TO BEGIN \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ AND WILL TAKE \_\_\_\_\_ DAYS

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Application is made for permission to work within a Village Right of Way as indicated and in accordance with the following conditions:

1. The applicant agrees to keep this permit on the work site and notify the Village a minimum of 48 hours in advance of any work. The applicant also understands that it is solely responsible to notify OHIO811 a minimum of 48 hours in advance of any excavation.
2. The applicant acknowledges that it is solely responsible to return the affected area to its original condition as soon as reasonably possible.
3. That all work shall be done in accordance with Village rules and regulations; shall be first class in every manner and subject to village inspection and to the approval of authorized officer of the Village of Mogadore. All materials and work to conform to Mogadore's standard road details.
4. All excavations will be backfilled and a temporary or the final pavement installed the same day as the original opening, steel plates may be used to protect the excavation if the final pavement is installed the day following the original opening.
5. Applicant must submit a proposed traffic control plan in accordance with the Ohio Manual of Uniform Traffic Control Devices for Streets and Highways. Coordinate daily traffic activities with the Village Fire Department. The work be protected with bracing, barricades and lights and that the applicant hereunder shall save the Village and its agents harmless from any and all damage or injury resulting from the prosecution of the work.
6. Road openings must commence within ten (10) days of the approved permit and the roadway may not be open for more than five (5) days.
7. That the applicant waive any and all damage he may sustain by reason of the work allowed under this permit.
8. Notify the utility owner when ready to make sanitary, gas, water or storm sewer tap and do not cover work until it has been inspected and approved.
9. Contact the Akron Water Department at 330-375-2554 to request a new water service and an inspection (unless a well will be installed).
10. Contact the Summit County Department of Sanitary Sewer Services at 330-926-2414 to obtain a sanitary sewer permit and coordinate the required inspection.
11. The Village must be present to observe storm sewer connections as well as the backfilling, compaction, and pavement replacement operations for all work within the Right of Way.
12. Water and sewer service lines must be ten (10) feet apart.
13. Failure to observe these rules will result in forfeiture of permit and remedy of conditions by Village's forces at owner's expense.
14. A deposit is required per the Village Schedule of Fees. Additional deposits may be required by the Engineer based on the type of work.
15. The applicant understand that this work is being completed within the Village right-of-way, as such, the applicant understands that the Village maintains the right to remove, alter, or otherwise disturb this area for any reason.

APPLICANT SIGNATURE: \_\_\_\_\_



\*Excavator must contact the Village and the Ohio Utility Protection Service (1-800-362-2764 or 811) prior to digging (gas lines, gas service lines, waterlines, buried cable, etc. may be in the area).

Village of Mogadore Mailbox Installation  
Not to Scale

VILLAGE OF MOGADORE  
STANDARD DRAWING ROAD 11  
REVISION: 11/17/17