



CASS COUNTY, MISSOURI

Road and Bridge Department

30508 S. West Outer Road, Harrisonville, MO 64701

P- (816) 380-8360

Right of Way Work Permit Application

In order to process your application for a Right of Way Work permit, the following information is required to be submitted at the time of application. **The completed application and all associated information must be made at the Road and Bridge Department by the applicant / permit Holder in person.**

1. A permit shall be obtained from the Road/Bridge Department prior to performing any clearing, grading, shaping, excavation, or any other work within public dedicated right-of-way except that a property owner may perform mowing, clearing or brush cutting work on County right-of-way directly adjacent to their property without a permit.
2. A bond or cash security may be required to be Posted/Filed in the Road & Bridge office of Cass County Missouri, in an amount to be established by said department to ensure that the right-of-way is repaired to its original condition. **(A copy of the File Stamped Bond or Cash Security shall be provided with application for Road Right of Way Work Permit) (However, political subdivisions shall not be required to post the bond)**

The bond required shall be as follows:

- a. Asphalt--thirty thousand dollars (\$30,000.00) per mile affected.
- b. Chip-n-seal--twenty thousand dollars (\$20,000.00) per mile affected.
- c. Gravel--five thousand dollars (\$5,000.00) per mile affected.
- d. Bore--one thousand dollars (\$1,000.00) for each job.

In some instances, i.e., large projects requiring many road cuts on granular, additional amounts of bond may be required. Bond Or Cash Security. As required. (Ord. No. 02-01 Part B §8, 4-1-04; Ord. No. 06-02 Part B §8, 1-26-06; Ord. No. 06-08 Part B §8, 3-23-06; Ord. No. 06-11 Part B §8, 5-4-06; Ord. No. 06-14 Part B §8, 7-13-06; Ord. No. 07-01 Part B §8, 2-1-07; Ord. No. 07-02 Part B §8, 3-15-07; Ord. No. 08-03 Part B §8, 7-1-08; Ord. No. 08-05 Part B §8, 10-2-08 *Ord. No. 19-06 Part D 8-29-19)

3. Applicant shall comply with Sections 510.090, 510.120, 510.130 and 705.010 and any other applicable parts of the municipal Code of Cass County, which is incorporated herein by this reference.
4. Applicant shall provide to the Cass County Road and Bridge Department one (1) original set of construction plans for work to be done in the Right of Way to include maps showing proposed construction, and road involved.
5. There will be an initial site inspection done by Cass County.
6. **Roadway cuts in existing Asphalt, Chip and Sealed roadways in Cass County are Not allowed.**
7. Roadway cuts in granular surfaced roadways shall be repaired in a manner not to create any type of depression in the surface when complete.
8. All underground water line installations within the road right of way (in back slope only) shall have a minimum cover of not less than forty-two inches (42"). All other underground installations shall have a minimum cover of not less than thirty inches (30"). Direct burial of underground telecommunications or TV cable placed parallel with the roadway shall have a minimum cover of not less twenty-four inches (24"). **And NOT located in the current ditch line.**
9. Roadway ditches, culverts and other devices used to carry surface runoff shall be kept open, free and clear at all times. Construction signing shall be required and consistent with the Manual on Uniform Traffic Control Devices (MUTCD). All disturbed areas shall be seeded and mulched to the satisfaction of the Road and Bridge Department. All work shall be performed expeditiously and in a workmanship like matter.
10. Person(s) receiving permit shall be responsible for correcting any deficient repairs for a period of ninety (90) days from the completion of the work or the permit deadline, whichever is longer. (Ord. No. 02-01 Part B §4, 4-1-04; Ord. No. 06-02 Part B §4, 1-26-06; Ord. No. 06-08 Part B §4, 3-23-06; Ord. No. 06-11 Part B §4, 5-4-06; Ord. No. 06-14 Part B §4, 7-13-06; Ord. No. 07-01 Part B §4, 2-1-07; Ord. No. 07-02 Part B §4, 3-15-07; Ord. No. 08-03 Part B §4, 7-1-08; Ord. No. 08-05 Part B §4, 10-2-08)
11. Fees are as prescribed by the Cass County Commission. The Current Required Permit fee of \$500.00 for a Road Bore or \$1,000.00 for Open Cut is due at the time of application. This fee is required and non-refundable. * Water Districts Fee Road Bore is \$50.00 and Open Cut is \$50.00(effective 1-1-20)



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1. Applicant shall comply with Sections 510.090, 510.120, 510.130 and 705.010 and all other applicable parts of the municipal Code of Cass County, which is incorporated herein by this reference.
2. In the instance that the County Road right of way must be used, the Applicant will contact the Cass County Road and Bridge Department at least 3 weeks in advance to include any necessary lane closure dates and times. Any necessary lane closure dates may be rescheduled and/or lane closure times shifted by the Cass County Road and Bridge Department as determined to be in the best interest of the travelling public.
3. Applicant will notify the Cass County Road and Bridge Department within a reasonable amount of time prior to the Applicant's construction activity on the County Road right of way; Applicant is responsible for returning the affected right of way portion to as good or better condition than existed prior to the Applicant's activity. The Cass County Road and Bridge Department will inspect the affected portion of the road right of way to ensure quality control.
4. The applicant agrees to hold harmless Cass County, Missouri, its officers and employees from all liability, judgments, costs, expenses, and claims growing out of performance or non-performance of said work, or existence of said improvements.
5. It is understood that in granting this permit Cass County waives none of its power or rights to direct the removal, relocation, and/or proper maintenance in the future of anything within the right of way at no cost to the County.
6. Roadway ditches, culverts and other such devices used to carry surface run-off will be kept open, free and clear at all times.
7. Applicant acknowledges that the County makes no representation or warranty concerning its right, title or interest to the right of way described herein.
8. All work pursuant to this permit shall be completed within 12 months of the permit's approval date. If work is not completed within one (1) year from the approval date this permit becomes null, and void and a new application shall be made and approved prior to commencement of any right of way work.
9. A list of Contractors and or subcontractors shall be submitted along with this application, failure to do so will result in an automatic denial of the application.
10. The applicant shall contact the Water District in which the work is being performed for a preconstruction meeting to discuss the location of projected work.
11. The signing of this form binds the applicant to the terms of this permit.

Applicant Name: _____

Applicant Address: _____

Applicant City/State/Zip: _____

Phone: _____ Mobile #: _____

Applicants Position: _____

SITE INFORMATION

Choose one: Road Bore: \$500.00 Open Cut: (on granular roads ONLY) \$1,000.00
 Water Dist. \$50.00 Bore Water Dist. \$50.00 open cut

Site Address: _____

City/State/Zip: _____

Date Work to be started: _____

Applicant Signature: _____

OFFICE USE ONLY BELOW THIS LINE

Approved for Installation by: _____

Final Inspection Approved by: _____

Bond Required: Yes No Copy of Bond Provided: Yes No

Bond Amount: \$30,000 \$20,000 \$5,000 \$1,000

CONTRACTORS / SUBCONTRACTORS LIST

All information must be *COMPLETE* before making the application.

Company Name _____
Contact Person _____
Address _____

Phone _____
Alternate Number _____
E-mail _____

Company Name _____
Contact Person _____
Address _____

Phone _____
Alternate Number _____
E-mail _____

Company Name _____
Contact Person _____
Address _____

Phone _____
Alternate Number _____
E-mail _____

Company Name _____
Contact Person _____
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