



APPLICATION TO WORK ALONG, ON AND ACROSS
XENIA TOWNSHIP ROADS WITHIN THE ROAD RIGHT OF WAY

Xenia Township Board of Trustees
8 Brush Row Road
Xenia, Ohio 45385
Phone: (937) 372-0859

Date: _____
Name of Applicant: _____
Address of Applicant: _____
Telephone Number: _____
E-mail: _____

The following is a complete description of the location, road and the type of work proposed to be completed by the applicant: _____

_____.

Work will commence on _____ and will be completed on _____.

If Xenia Township will grant this permit I/we further agree to the following conditions:

1. That traffic shall be maintained at all times unless permission is granted by the Xenia Township Road Department to close the road; Refer to ODOT website for traffic control guidelines in a work zone: https://www.transportation.ohio.gov/wps/wcm/connect/gov/91b0fbc0-acc7-47ba-a9c1-3d6a2fd1d226/Work-Zone-Pocket-Guide-Optimized.pdf?MOD=AJPERES&CONVERT_TO=url&CACHEID=ROOTWORKSPACE.Z18_79GCH8013HMOA06A2E16IV2082-91b0fbc0-acc7-47ba-a9c1-3d6a2fd1d226-oLeHs6I
2. That disturbance of road surface shoulders and ditches shall be kept to a minimum. Trenches shall be backfilled with clean 304 material and tamped in lifts of 12 inches so that settlement of the area does not take place. If settlement does occur, additional material of the same type shall be put into place and compacted;
3. That the road surface removed or damaged shall be replaced with 301 base asphalts plus 404 finish coats to a depth that was removed or a minimum of 2 1/2" 301 plus 1 1/2" 404, whichever is the greater, and the new surface shall be feathered onto and conform with the grade of the undisturbed surface and shall be repaired within four working days;
4. That lights, signs, barricades and, if necessary, flagmen and watchmen shall be placed on the job for the protection of traffic at all times, day and night, during the time this work is being done; and those instructions given by the Greene County Sheriff's Department as to handling of traffic shall be fully complied with;
5. That I/we assume the responsibility for and shall save Xenia Township Trustees harmless from any and all claims for personal injuries and property damages, and shall defend any action that might be brought due to this work. To cover this responsibility, I/we have the following insurance which is now in force and shall remain in force during the prosecution of this work:

Amount	For	Policy Number	Insurance Company
--------	-----	---------------	-------------------

6. That the responsibility for work done under this permit shall remain in force and include the maintenance of the road for one {1} year after the surface has been replaced;
7. That all OSHA standards shall be followed to complete the work;
8. That if a Performance Bond is needed based upon the estimation of the Road/Public Works Superintendent, a surety company licensed to do business In the State of Ohio, in favor of Xenia Township, will be provided to Xenia Township. The amount of the Bond shall be \$5,000.00 to cover the excavation and replacement of up to 650 square feet of pavement. If additional pavement is removed, additional Bond shall be provided at the rate of \$8.00 per square foot. The cut in the pavement plus 6 feet in length shall be used in determining the square footage for figuring the amount of Bond rounded upward to the nearest \$100.00. Bond for work in unpaved area of the road right of way shall be figured at the rate of \$2.00 per square foot, culverts and bridges excluded. Copy of bond shall be filed with this application.
9. Boring under the road must be a minimum of 30 inches deep within road right of way. (According to location.)
10. That Trenchless technology (ie; pneumatic moles/boring/piercing tools, minidirectional boring/drilling, directional boring, etc.) shall be used for utility installations to eliminate the open cutting of a trench across the roadway and must be large enough (4" minimum) to accommodate multiple fibers. Future multiple fiber access will be approved by Xenia Township. A small fee may be remunerated to the company laying the original tubing.
11. That above ground pedestals are not permitted and below ground vault must be used.

IF NECESSARY, BONDS SHALL REMAIN IN FORCE FOR ONE (1) YEAR FROM COMPLETION OF PROJECT OR UPON RELEASE BY THE TRUSTEES.

I acknowledge the aforementioned conditions of this application.

(Signature of Applicant)

Fee: \$50.00

Reviewed by _____
(Road/Public Works Superintendent)

(Date)

The aforementioned work has been completed, inspected and approved by:

Road/Public Works Superintendent

(Date)

NO REFUND WILL BE ISSUED FOR ANY REASON

_Revised 2025.10.09