

UTILITY and COMMUNICATION PROVIDERS:

You will need to submit:

- **A plan-set:** All **Off-Site work (*Work within the R/W) associated with the project needs to be shown on the submitted plan-set with the most current revisions, amendments, and/or modifications prior to uploading them to the record.*
 - *An aerial of the propose work location, outlined in red to show proposed work area is a required plan page.*
 - *A legend showing all items for reference is a required plan page.*
 - *Put all detail/profile views on a separate plan page enlarged for accurate review (for every permit application).*
 - *A plan page with construction notes will also require calling out total lineal feet for all proposed: Aerial, Open Trench & Horizontal Directional Drilling bore work being applied for in each permit application (unguided boring, missile boring is not an acceptable methodology in Lee County). Please provide the Total number of proposed Pull Boxes and Hand Holes as well.*
 - ***A minimum of a 3' buffer from the edge of all Sidewalk and Shared Use Paths to the closest edge of all receiving pits and the closest edge of all placed Pull Boxes and Hand Holes through the entirety of the project will be maintained or moved at the Permittees sole expense.*
 - *If the sidewalk or Shared Use Path needs to be removed to accommodate receiving pit for HDD, all removed walkway will need to be replaced from the nearest joint on each side of the affected walkway with expansion joint on each side of the panel being replaced.*
 - *All concrete in the Lee County R/W will need to be poured and/or replaced at 6" minimum thickness and no less than 3000psi.*
 - *Show all applicable power poles being installed, removed or utilized for collocation.*
 - *Running-line pictures showing the proposed work and showing the current right of way condition will help aid in the review process.*
 - *Pictures submitted for the Pedestrian and Work-Zone Waivers that do not show good perspective and the current R/W conditions will require a Field Review by a Lee County inspector adding a three-day timeline to the review process.*

Lee Spins Database.

**Below is a path to our Lee County Database for County Maintained (CM) and Non County Maintained Roadways.*

<https://leegis.leegov.com/leeSpInS/>

Find my Road:

<https://experience.arcgis.com/experience/682b32a793c24197a95d7d1a89d4dd5b>

A current Certificate of Insurance with:

Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are included as Additionally Insured **in the description**.

And-

- Lee County Board of County Commissioners
PO Box 398
Ft. Myers, FL. 33902

Listed as the Certificate Holder.

A Signed Pedestrian Waiver & Work Zone Waiver shall be uploaded to your record (found on our website: <https://www.leegov.com/dot/engineeringservices/permits/commercialpermits>).

- We will require pictures or a video to be submitted of any/all damage to the ROW in the entire off-site area you are working in, prior to your work so your company will not be held responsible for documented damages when we do our inspections.
- Any damages not noted in the video or in pictures submitted with the application, the applicant/permittee will be responsible to fix before a passed final inspection will be rendered, or a signed off CC.

All FDOT M.O.T. applicable to the job and the roads you will be working on.

Lane Closures, Road Closures, Sidewalk & Shared Use Path Closures REQUIRE F.D.O.T M.O.T.

- *All closures will need prior approval from Lee County DOT.
- All requested closures would need to have information submitted to dotengineeringservices@leegov.com with the permit application number used in correspondence with the requested closure submitted for APPROVAL.
- The closure request will need to be submitted a minimum of 2 weeks prior to the closure needed.
- Upload to your record all FDOT M.O.T. applicable to the job and the roads you will be working on.
 - <https://www.fdot.gov/design/standardplans/current/default.shtm>
 - Start at Index 102-100
- Please upload all of the design indexes you will be using in PDF form (if FDOT MOT is required during your project).

No Lane Closures are permitted during the day “in season” – Thanksgiving to Easter.

- Nighttime lane closures only shall be permitted “in season”.
 - MOT cannot go down until 7pm, and the last cone has to be off the road by 6am.
 - Roadways with four or more traffic lanes must keep two lanes (one lane in each direction) open to traffic at all times, unless otherwise approved by the County Engineer.

Out of season, daytime lane closures are permitted.

- Please remember – MOT cannot go down until 9am and the last of the MOT has to be picked up before 3:30pm.

Road-Watch.

- Any/All Lane Closures, Road Closures, Sidewalk, Bike Path or Shared Use Paths that are County Maintained, will require a road-watch request to be submitted to MZielinski@leegov.com; MTscherteu@leegov.com (and copy) lhernandez@leegov.com and dotengineering@leegov.com for approval or denial of request.
 - ***This request shall be submitted 2 weeks prior to the work needing the approved closure being performed.
 - If there are any questions or updates regarding road watch please contact Denise Bayliss, Robin Haley or Lidia Hernandez @ 239-533-8301.
 - Pedestrian/Bicycle traffic accommodations must be included as part of MOT plan submitted; any temporary facility must meet ADA criteria.
- ❖ *If your project does not require a lane closure or road closure you will not need to submit anything other than an email stating "No MOT is required for our project (ROW20**-*****)"*

EXAMPLE STATEMENT FOR SUBMITTAL:

Winkler Road at College Parkway – Fort Myers (ROW2020-00289): Joe’s Site Development, Inc. will be performing roadway and sidewalk improvements **beginning Tuesday, June 16, 2020 and continue through August 30, 2020.** Asphalt pavement, concrete sidewalk, concrete curbing, and drainage improvements will be performed. The outside (right) lane of southbound traffic on Winkler Road just after College Parkway will be subject to lane closures, as will one of two left turn lanes from the westbound portion of College Parkway turning south onto Winker Road. Periodic lane closures for northbound and southbound lanes will occur between the hours of 9:00 a.m. and 3:30 p.m. on weekdays. For further information, please contact Dustin Jackson at (239) 332-8888 or dustin@youremail.com. Traffic Control Products of Florida will provide maintenance of traffic services (239) 334-8888.