



**CITY OF TARPON SPRINGS  
ANNUAL GENERAL RIGHT-OF-WAY PERMIT**

Permit No. \_\_\_\_\_

The CITY OF TARPON SPRINGS, a political subdivision of the State of Florida, hereinafter called the "Licensor", hereby grants to:

\_\_\_\_\_  
Utility Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

Hereinafter called the "Licensee", an Annual General Permit pursuant to § 15-11 of the Tarpon Springs Code of Ordinances. A utility shall apply to the City staff for an Annual General Permit no later than November 1 of each year, and the effective dates of that permit shall be from January 1 until December 31 of the subsequent year. Any utility seeking to obtain an Annual General Permit for the current year shall apply as soon as possible, and the effective dates of that permit shall be from the date of issuance of the permit until December 31 of that year. An Annual General Permit may be issued only to utilities with existing facilities in the rights-of-way. The Annual General Permit allows the following activities:

**1. Telecommunications service providers' new customer service:**

- a) Installation of service drops no longer than 500 feet from serving location;
- b) Installation of a new buried distribution cable no longer than 500 feet that does not cross or begin in the pavement;
- c) Extension of a buried distribution cable up to 500 feet, so long as it does not cross or begin in the pavement;
- d) Extension of two-way four-inch conduit system up to 500 feet, so long as it does not cross or begin in the pavement;
- e) Addition of a new terminal to existing cable;
- f) Installation of new underground feeder cables in an existing, permitted, conduit or manhole, and conduit system;
- g) Digging of a splice hole to splice a new cable or adding a terminal;
- h) Digging of a splice hole for cable acceptance testing for quality;
- i) Extension of existing aerial distribution cable up to 500 feet from existing poles, providing other aerial utility service still exists and providing it does not cross the pavement.

**2. Telecommunications service providers' maintenance of existing facilities:**

- a) Replacement of existing service drops up to 500 feet in length;
- b) Replacement/repair of existing terminals;
- c) Replacement up to 500 feet in length or repair of existing aerial cable providing other aerial utility service exists;
- d) Replacement up to 500 feet in length or repair of existing underground feeder cable in an existing permitted manhole and conduit system, which does not cross the pavement;
- e) Pumping water out of a manhole to maintain underground cables in conduit system;
- f) Digging of a splice hole to change the count of a cable;
- g) Digging of a splice hole to locate and repair air leaks in cables;
- h) Digging of a splice hole to add a side leg off feeder cable;
- i) Digging of a hole to repair broken conduits;
- j) Digging of a splice hole for cable acceptance testing for quality;
- k) Digging of a splice hole to repair wet or damaged cable;
- l) Digging of a hole to verify the location of buried facilities;
- m) Removal of facilities no longer needed for services;
- n) Adjust aerial facilities to meet National Electric Safety Code;
- o) Trim trees, so long as the utility complies with § 15-17 of the Tarpon Springs Code or Ordinances;
- p) Any facility relocations required for City improvements.

**3. Natural gas providers:**

- a) Extend and/or replace existing facilities up to 500 feet parallel to the rights-of-way, provided it does not cross pavement;
- b) Install 5/8" and up to 1 1/4" service and connect to existing main, so long as it does not extend more than 500 feet or cross the pavement;
- c) Maintain anodes, rectifiers, and telemetering stations;
- d) Repair existing facilities, providing they do not cross the pavement;
- e) Retire services and mains;
- f) Install and maintain valves, regulator stations, and insulators;
- g) Install test stations, gas markers and vents;
- h) Perform field inspections for conditions and location of gas facilities;
- i) Perform miscellaneous minor maintenance related work;
- j) Install gas facilities in existing casing/pipe;
- k) Facility relocations required for City improvements.



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**4. Cable service providers and electric utilities:**

- a) Routine maintenance of equipment, including, but not limited to, poles, overhead/underground transformers, streetlights, and brackets;
- b) Wire and cable (underground or aerial, provided other aerial facilities exist), pedestals, switches, arresters, risers, fuses, and all associated hardware;
- c) Installation of equipment in order to provide new customer service within 500 feet, providing it does not cross the pavement;
- d) Extend or replace existing underground facilities up to 500 feet parallel to the rights-of-way, provided it does not cross the pavement;
- e) Extend or replace existing aerial facilities up to 500 feet parallel to the rights-of-way, provided other aerial facilities exist and it does not cross the pavement;
- f) Repair existing facilities, provided it does not cross the pavement;
- g) Replace or upgrade existing facilities, up to 500 feet, provided it does not cross the pavement;
- h) Perform field inspections for conditions and locations of electric facilities;
- i) Perform miscellaneous minor maintenance related work;
- j) Install electric facilities in existing casing/pipe or conduit system;
- k) Remove facilities no longer needed for service;
- l) Adjust aerial facilities to meet National Electric Safety Code;
- m) Trim trees, so long as the utility complies with § 15-17 of the T. S. Code of Ordinances;
- n) Facility relocations required for City improvements.

**5. All utilities shall submit the following in order to obtain an Annual General Permit:**

- a) Provide the name and address of the utility;
- b) Provide any other information as the City staff shall find reasonably necessary to the determination of whether a permit should be issued.
- c) Proof that you meet the following insurance requirements: Comprehensive General Liability Insurance including, but not limited Independent Contractor, Contractual, Premises/Operations, Products/Completed Operation, Explosion, Collapse and Underground, and Personal Injury covering the liability assumed under indemnification provisions of this permit, with limits of liability for personal injury and/or bodily injury, including death, of not less than \$300,000 each occurrence and property damage of not less than \$100,000 each occurrence. Combined single limits of not less than \$300,000 each occurrence will be acceptable unless otherwise stated. Coverage shall be on an "occurrence" basis and the policy shall include Broad Form Damage coverage and Fire Legal Liability of not less than \$50,000 per occurrence unless otherwise stated by exception herein.
- d) Any utility operating under an Annual General Permit, the utility must notify the Project Administration Department within twenty-four (24) hours prior to commencement of construction in the rights-of-way.
- e) Unless deemed an emergency, a utility engaging in construction in the rights-of-way under an Annual General Permit is subject to compliance with § 15-17 of the T. S. Code of Ordinances, with the exception of § 15-14(e), (m), (j) and
- f) The Utility Notification Center "Sunshine State One Call Of Florida, Inc. must be notified 48 hours prior to any construction

**LICENSEE:**

The undersigned has read, understands and agrees to the aforesaid terms and conditions.

Typed or Printed Name	Title	Utility	
Signature	Date	Phone	Email

**CITY APPROVAL:**

CITY OF TARPON SPRINGS, FLORIDA, acting by authority of the City of Tarpon Springs Board of Commissioners:

Typed or Printed Name	Title	Signature	Date	Rev. 5/17
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This application and supporting documents may be mailed to The City of Tarpon Springs, 324 E. Pine Street, Tarpon Springs, FL 34689 or forwarded to [projectadmin@ctsfll.us](mailto:projectadmin@ctsfll.us)

Please expect to receive your permit within 10 business days. All documents must be 8 ½ x 11 format. Questions should be directed to 727-942-5638.