



Creating a better quality of life

111 WEST VINE STREET • MURFREESBORO, TN 37130 • TEL: (615) 893-5210 • FAX: (615) 849-2679

City Requirements for applying for your ROW Excavation Permit:

1. Ram Balachandran, City Traffic Engineer, approves scope of work in ROW, any lane closures, and your traffic control plans (TCP). These items must be reviewed and approved by Ram before applying for your ROW Permit.
2. A copy of your State Of TN contractor's license. The ROW Excavation Permit City Ordinance requires this license to conduct work within the City's ROW.*
3. An up-dated Certification of Insurance with the City Of Murfreesboro listed as the additional Insured, \$ 500,000.00 minimum liability limits. *
4. A separate ROW Permit fee check: ROW Permit fees are \$50.00 per street name for which your off-site improvements will be installed on for your project. Permit Fees double if work is started in the ROW before applying for your Permit.
5. An itemized Engineer's Cost Estimate for all of your off-site improvements for your project. *
6. A ROW Permit Surety Bond in which this amount is established from the Engineer's Cost Estimate. Your Surety Bond can be one of 3 forms:
{1} Insurance Surety Bond form your Bonding Insurance Company,
{2} Letter of Credit from your Bank, (using City's Required Format)or
{3} Company Check.
7. If you elect to write a Company Check for your Surety Bond, we will need two checks for the ROW Permit Fee and the other check for the Surety. Please make all checks payable to the City Of Murfreesboro.
8. Once our Engineering Dept. approves your installed improvements, we will let you know, and we can release two-thirds of your Bond back to your Company. We will hold the remaining one-third for a one-year warranty/maintenance period. At the end of this term if no failure has occurred, we can release the last one-third Bond back to your Company.

*You may e-mail the documents requested to cmcculloch@murfreesborotn.gov



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City ROW Excavation Permitting Contact information:

- (615) 893-6441 **Ram Balachandran, City Traffic Engineer**
lane closers and traffic control plan approvals call
111 West Vine St, Murfreesboro, TN 37130
email: rbalachandran@murfreesborotn.gov
Please call Ram the week before the work begins
- (615) 893-6441 **Carol McCulloch, Permit Technician**
ROW Permit Applications & ROW Surety Bonds
111 West Vine St, Murfreesboro, TN 37130
email: cmcculloch@murfreesborotn.gov
Make Appointment to Pick Up Permits
- (615) 893-6441 **Engineering Department**
off-site work inspections by Public Works Inspector
111 West Vine St, Murfreesboro, TN 37130