COUNTY OF KAUA‘I  
Department of Public Works  
Engineering Division  

APPLICATION FOR ROAD PERMIT  

(Please Print)  
NAME OF OWNER: ____________________________________________  
OWNER’S MAILING ADDRESS & PHONE NUMBER:  
__________________________________________________________________________  
__________________________________________________________________________  
NAME OF CONTRACTOR OR COMPANY: ________________________________________  
__________________________________________________________________________  
CONTRACTOR’S MAILING ADDRESS:  
__________________________________________________________________________  
PHONE NUMBER: ______________ EMAIL: ________________________________  
CONTRACTOR’S AUTHORIZED REPRESENTATIVE AND CONTACT  
INFORMATION IN CASE OF EMERGENCY DURING NON-WORKING HOURS:  
Name: ________________________________________________________________  
Phone Number: ________________________________________________________  
DESCRIPTION OF WORK: _______________________________________________  
__________________________________________________________________________  
__________________________________________________________________________  

1. Fill out the above information sheet. All lines must be filled out. If no company is being  
represented, write “none.” In “DESCRIPTION OF WORK,” mention ROAD NAME,  
TMK, and WORK being done (e.g. single service water lateral, fire hydrant, gas line,  
tree trimming etc.).  

2. The following sheet should be left blank except for SIGNATURE OF CONTRACTOR,  
hereinafter called the “PERMITEE” (only ORIGINAL ink signatures or certified  
digital signatures will be accepted, no fax or copies). All road permit applications shall be  
accompanied by three (3) sets of approved plans.  

Rev. May 2020
COUNTY OF KAUAʻI

ROAD PERMIT

TO: 

PERMIT NO. __________________

ADDRESS: 

DATE OF PERMIT: ______________

DESCRIPTION OF WORK FOR WHICH PERMIT IS GRANTED: __________________________________________________________

DURATION OF PERMIT __________________________________________________________

Permit is granted under the following conditions:

1) Best Management Practices shall be maintained at all times.

2) That you restore the County right-of-way to the original conditions except as shown on the approved plans, repairing all damaged pavement, shoulder areas, and existing underground structures, pipes, or telephone conduits that may be damaged by your work.

3) That you hold harmless and indemnify the County of Kauaʻi from any and all liabilities and/or damage claims caused by or on account of the work you are performing; that you will assume responsibility for any and all liabilities that may arise on account of such work in the County right-of-way; that you will provide ample traffic warning signs or barricades for public safety at your expense at all times during the construction period; that you attest that you have, either personally or through third parties, the financial resources to meet any and all damage claims which may arise from your work, and that you shall endorse the County of Kauaʻi, its elected and appointed officials, officers and employees, and volunteers as additional insured to the Commercial General Liability, Automobile Liability, and Umbrella or Excess Liability Insurance.

4) That you will take such measures to prevent public inconveniences such as traffic delays caused by lane closures (half of the road to be opened at any given time), detours, or redirection of vehicular and pedestrian traffic around the work area. Good housekeeping practices shall be provided to minimize loose stone(s) left in the travel way that may become airborne causing a safety hazard and to prevent tracking mud and gravel on the road pavement causing slippery, muddy, or dusty conditions. Proper safeguard structures and signage for vehicular and pedestrian traffic shall be provided over or along the excavated work area.

5) That you will be responsible for any additional repair work necessitated, or any and all liabilities caused, by or on account of the settling of the backfill for such excavation; and that you will be responsible for any damages caused to existing underground structures by the flow of traffic over same.

6) That all work within the County right-of-way shall conform to all standards set forth by the County of Kauaʻi.

7) That you will notify the County for inspectional services at least two (2) calendar days, excluding Saturdays, Sundays, and Holidays, before commencing work on the construction project.

8) That you will be responsible to track the County of Kauai Resurfacing schedule on the County website below, and be responsible to ensure that any work involving the cutting or excavation under existing AC pavement scheduled to be resurfaced will be completed before the resurfacing work. Once the road is resurfaced, no damage or work on any resurfaced road will be permitted within one year of the date that the road resurfacing has been completed.


CHIEF, DIVISION OF ENGINEERING

Conditions indicated hereinabove accepted:

Signature of Permittee ______________________________ Date ______________________________

Print Name ______________________________

For DPW-ENGR USE Only. Do not write below this line.

This is to acknowledge receipt and acceptance of this application, including all the required supporting documents listed above.  

Received by: ______________________________ Date: ______________________________

Rev. May 2020