

City of Chicago

Occupy Public Right- of-Way Permit

User Guide [Ver. 1.0]

Contents

| | |
|----------------------------------|----|
| 1. Application Type | 2 |
| 2. Basic Job Information..... | 5 |
| 3. Applicants | 7 |
| 4. Application Information..... | 11 |
| 5. Occupy Information | 17 |
| General Occupy..... | 17 |
| Utility Pole Storage | 24 |
| Media Parking..... | 27 |
| Manhole Access..... | 30 |
| Moving Van Parking..... | 33 |
| 6. Documentation..... | 36 |
| 7. Legal Agreements..... | 39 |
| 8. Status..... | 40 |
| 9. Adding a Service Request..... | 41 |
| Sign Out..... | 45 |

1. Application Type

To manage your account, sign in using your credentials.



Welcome to the City of Chicago's Permit, Inspection, License, Registration, and 811 Chicago Portal. A list of the departments and processes this site supports is listed below, along with links to helpful information.

Sign In

Username

Password

Sign In

[Forgot Login Info?](#)
[Create New Account](#)

Department of Transportation (CDOT)

[CDOT Department Homepage](#)

[Apply for a CDOT Permit](#)

[CDOT Permit Application Instructions](#)

[Public Way Work License Application](#)

[Dumpster License Application](#)

[Contractor Acceptance Process](#)

To manage your account, Sign In

To create a new permit

- **Click** the **'Permits'** drop-down.
- **Select** **'Create Permit'**



On the “Application Type” screen

Click on ‘**Let’s get started**’ under CDOT Occupy the Public Right of way.

The screenshot displays a grid of application categories. Each category card includes a header with an agency logo (CDPH or CDOT), a title, a brief description, and a blue 'Let's get started' button. The 'CDOT Occupy the Public Right of Way' card is highlighted with a blue callout bubble pointing to its button.

| | | |
|---|---|---|
| <p>Let's get started</p> | <p>Let's get started</p> | <p>Let's get started</p> |
| <p>CDPH</p> <p>CDPH Liquid Waste Reporting</p> <p>Annual reporting of liquid waste disposal for the City of Chicago Department of Public Health.</p> <p>Let's get started</p> | <p>CDOT</p> <p>CDOT Opening in the Public Right of Way</p> <p>Permit for an opening in the public right of way, including Driveways, Soil Boring and Well Monitoring, as well as Work in Advance or Restorations to Streets, Sidewalks and Alleys.</p> <p>Let's get started</p> | <p>CDOT</p> <p>CDOT Occupy the Public Right of Way</p> <p>Permits to occupy the public right of way, including Parking (Media, Citywide and Moving Vans), Manhole Access, Utility Pole Usage and Temporary Driveways. Also obstructions such as Street Closures, Public Places, Barricades, Work Vehicles and Equipment.</p> <p>Let's get started</p> |
| <p>CDOT</p> <p>CDOT Construction Dumpsters</p> <p>Apply for a permit to place a Dumpster in the street or alley.</p> | <p>CDOT</p> <p>CDOT Building Canopies</p> <p>Apply for a Construction or Maintenance Canopy permit, these can be rolling or stationary.</p> | <p>CDOT</p> <p>CDOT Truck T</p> <p>Trucking permit Industrial Cor and for Overw</p> |

Click on 'Let's get started.'

2. Basic Job Information

CDOT Occupy the Public Right of Way ?



Enter the activity type which this permit will cover. You may also add a description to your permit.

*Required Information

The form is titled 'Basic Job Information'. It contains three fields: 'Project Name' (text input), 'Activity Type' (drop-down menu), and 'Description of Work' (text area). A red box at the top right says '* Indicates a required field'. Three blue callout boxes provide instructions: '1. Enter the 'Project Name' (optional)', '2. Select from drop-down', and '3. Click the 'Next Step' button to Proceed.'. At the bottom, there are 'Previous Step' and 'Next Step' buttons.

1. A **'Project Name'** (optional) - will help identify your application in the future.
2. **'Activity Type'** – **Select** from the drop-down list.



- **'Description of Work'** (optional) – **Enter** a brief **description of the work to be done.**
- **Click 'Next Step'** to proceed.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways ?



Enter the activity type which this permit will cover. You may also add a description to your permit.

**Required Information*

Basic Job Information

Project Name *

Activity Type Barricades, Equipment and Temporary Driveways v

Description of Work *

Click the 'Next Step' button to Proceed.

Previous Step Next Step

3. Applicants

The company associated with your web login will display as the 'Primary Applicant'.

If an entity other than you or your company should be listed as Subcontractor,

- **Click** the **'Add Subcontractor'** button to add them to this application.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways ?



If the project will be using subcontractors, click the 'Add Subcontractor' button and enter the appropriate contact information.

**Required Information*

| Applicant * | | |
|--|-------------|---------------------------------|
| Name | Requirement | Status |
| WINSTON TOWERS CONDO ASSOC Phone-(773)***-3774 CHICAGO IL 60645- GENLIA - PL12346 - 22-FEB-25 | Insurance | Current (1/21/2024 - 2/22/2025) |

Subcontractor

If any companies other than your own will be acting as Subcontractor, click the 'Add Subcontractor' button.

[Add WINSTON TOWERS CONDO ASSOC](#) [Add Subcontractor](#)

If another company should be listed, Click the 'Add Subcontractor' button.

[Previous Step](#) [Next Step](#)

Note: If your company is the only one to be listed on the application, Click 'Next Step' to proceed

A search window pops-up to identify the Sub-Contractor

- **Enter** part of the Company's name
- **Click** the 'Search' button to look up entries.

CDOT Occupy

Search For Subcontractor

Search by Name / License Number *

This field is required

Close Search

Application Type Basic Job Information

If the project will be using subcontractor

*Required Information

Applicant *

| Name | Requirement | Status |
|--|-------------|---------------------------------|
| WINSTON TOWERS CONDO ASSOC Phone-(773)***-3774 CHICAGO IL 60645- GENLIA - PL12346 - 22-FEB-25 | Insurance | Current (1/21/2024 - 2/22/2025) |

Subcontractor

If any companies other than your own will be acting as Subcontractor, click the 'Add Subcontractor' button to add them to this application.

Add WINSTON TOWERS CONDO ASSOC Add Subcontractor

Previous Step Next Step

Note: More information typed into the search box will provide a closer set of search results

A window displaying the search results will display.

- **Click** the **'Select'** button beside the Subcontractor you wish to add to the application

Select Subcontractor ×

| Contact | Requirement | Status |
|--|-------------|----------------------------------|
| FJA EXCAVATING INC Phone - (847)***-0565 MELROSE PARK IL 60164 GENLIA - 0066354902 - 01-OCT-24 | Insurance | Current (10/1/2023 - 10/1/2024) |
| CASSIDY EXCAVATING INC (OVERSIZE) Phone - (708)***-6470 WORTH IL 60482 GENLIA - 006084249 - 13-MAR-24 | Insurance | Current (3/3/2023 - 3/13/2024) |
| ALLIANCE EXPOSITION SERVICES, LLC Phone - (703)***-2001 | Insurance | Current (10/24/2023 - 5/15/2024) |

Click the 'Select' button beside the Subcontractor you wish to add to the application.

[Select](#)

[Select](#)

[Select](#)

[Close](#) [Search Again](#) [Add New Contact](#)

The new Subcontractor will be added to the application.

- **Click** the **'Next Step'** button to proceed.



If the project will be using subcontractors, click the 'Add Subcontractor' button and enter the appropriate contact information.

*Required Information

| Applicant * | | |
|--|-------------|---------------------------------|
| Name | Requirement | Status |
| WINSTON TOWERS CONDO ASSOC Phone-(773)***-3774 CHICAGO IL 60645- GENLIA - PL12346 - 22-FEB-25 | Insurance | Current (1/21/2024 - 2/22/2025) |

| Subcontractor | | | |
|---|-------------|---------------------------------|------------------------|
| Name | Requirement | Status | Action |
| FJA EXCAVATING INC Phone-(847)***-0565 MELROSE PARK IL 60164 GENLIA - 0066354902 - 01-OCT-24 | Insurance | Current (10/1/2023 - 10/1/2024) | Remove |

[Add WINSTON TOWERS CONDO ASSOC](#) [Add Subcontractor](#)

Previous Step

Next Step

Click the 'Next Step' button to Proceed.

4. Application Information

Add Emergency Contact Information

- Click the '+Add Emergency Contact Information' button.

CDOT Occupy the Public Right of Way ?

Provide the names and contact information of anyone who should be contacted in the event of an emergency. If there is any relevant contract or ordinance information, enter that information as well.

**Required Information*

Emergency Contact Information

Name E-Mail

+ Add Emergency Contact Information

Previous Step Next Step

Note: Emergency Contact Information is required

Click the '+Add Emergency Contact Information' button.

Note: City Contract / Ordinance Information is not required

Entering Emergency Contact Information

* Indicates a required field

Add Emergency Contact Information

Name *

Phone *

E-Mail *

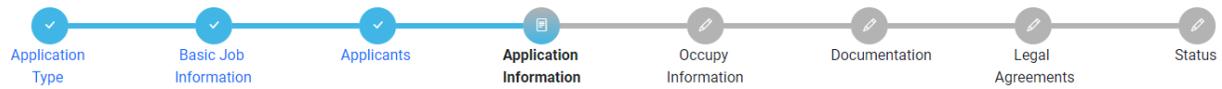
Cancel Add Emergency Contact Information

Click the 'Add Emergency Contact Information' button.

The Emergency Contact Information has been recorded.

- **‘City Contract / Ordinance Information’** (not required) can be **entered** in the space provided.
- **Click ‘Next Step’** to proceed.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways [?](#)



Provide the names and contact information of anyone who should be contacted in the event of an emergency. If there is any relevant contract or ordinance information, enter that information as well.

**Required Information*

Emergency Contact Information

| Name | Phone | E-Mail | |
|---------------------|---------------|-------------------------------|---|
| Thirupathi Salendra | (312)555-5555 | thirupathi.salendra@infor.com | Edit Delete |

+ Add Emergency Contact Information

‘City Contract / Ordinance Information’ can be entered here.

City Contract / Ordinance Information

[Expand Ordinance Information](#)

[Previous Step](#) [Next Step](#)

Click the ‘Next Step’ button to Proceed.

Note: City Contract / Ordinance Information is optional. If that information does not apply, click ‘Next Step’ to proceed.

Clicking in the space for ‘City Contract / Ordinance Information’ will pop up an entry window

Entering City Contract / Ordinance Information

City Contract / Ordinance Information

✎ Expand Ordinance Information

Enter the City Contract information if applicable

City Contract #

Department Responsible

Enter the Ordinance information, if applicable

Ordinance #

Page #

Date of Passage

End Date of Ordinance

Previous Step

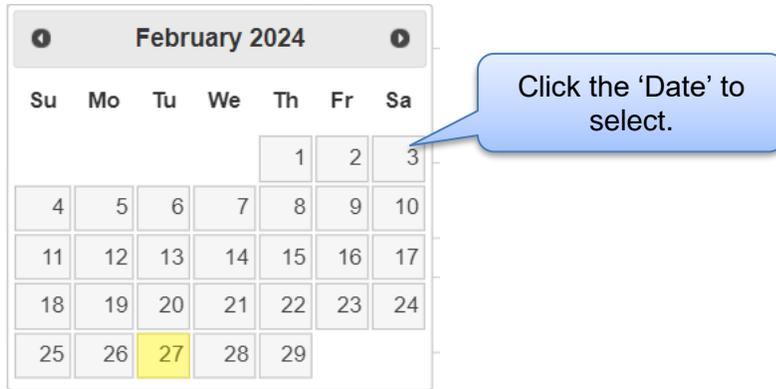
Next Step

- **Enter** the ‘City Contract #’
- **Select** the department that the contract was issued for.

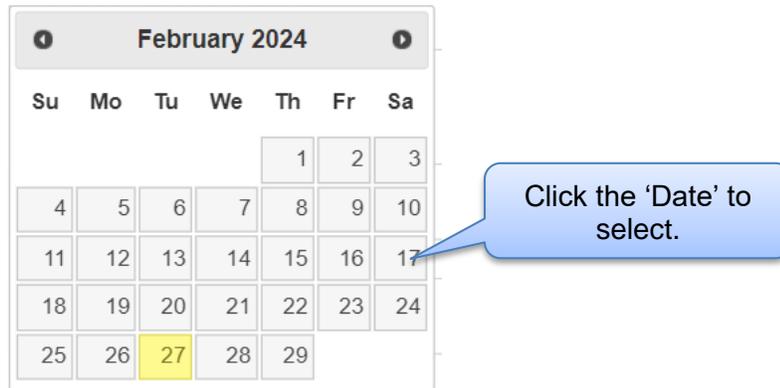
Chicago City Colleges
 Chicago Housing Authority
 Chicago Park District
 Chicago Public Building Commission
 Chicago Public Schools
 Chicago Transit Authority
 Cook County
 DCASE Special Events Application
 Department of Asset and Information Services (AIS)
 Department of Aviation
 Dept. of Streets and Sanitation
 Dept. of Streets and Sanitation - Forestry Divisio...
 Dept. of Transportation
 Dept. of Water Management - Sewer Division
 Dept. of Water Management - Water Division
 State of Illinois

- **Enter** the ‘Ordinance #’ if this application is being carried out under a City ordinance
- **Enter** the ‘Page #’ – the page number of the applicable ordinance.

- **Select** the **'Date of Passage'** - Date of the passage of the ordinance that applies
 - **Clicking** in the field pops up a **calendar**.
 - **Click a date** to select.



- **Select** the **'End Date of Ordinance'** – End date of the ordinance.
 - **Clicking** in the field pops up a **calendar**.
 - **Click a date** to select.



City Contract / Ordinance Information has been entered.

City Contract / Ordinance Information

Enter the City Contract information if applicable

City Contract # ⓘ

Department Responsible ⓘ

Enter the Ordinance information, if applicable

Ordinance # ⓘ

Page # ⓘ

Date of Passage ⓘ

End Date of Ordinance ⓘ

[Previous Step](#) [Next Step](#)

Click the 'Next Step' button to Proceed

- **Click** the 'Next Step' button to proceed.

5. Occupy Information

General Occupy

Note: At least one activity is required (Barricades, Operating Equipment, Parking Work Vehicles, Temporary Driveway)

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Work Vehicles (Application Number - DOT1900869)

The 'Application Number' has been created.

Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

**Required Information*

Site Details

Nature of Work *

Note : If a Daily (3 Days or Less) Work Vehicle Activity is Added, your Permit must be associated with an approved OUC project.

Approved OUC Number

Location *

+ Add Location

No locations have been added for occupy activities.

Previous Step Next Step

Clicking in the space for **'Add Location'** will pop up an entry window

The image shows a screenshot of a web application window titled "Add Location". The window contains several input fields and a "Curblane" section. Six blue callout boxes with white text and arrows point to specific fields, numbered 1 through 6. At the bottom right, there are two buttons: "Cancel" and "Add Location". A seventh callout box points to the "Add Location" button with the text "Click on the 'Add Location' button".

1. Enter 'From' Street Number

2. Enter 'To' Street Number

3. Select from drop-down list *

4. Enter/Select 'Street Name' *

5. Select from drop-down list

6. Select from drop-down list *

Click on the 'Add Location' button

Once the Address gets added you will be asked to fill the following details. please fill all those details for the location you have added.

Location *

+ Add Location

101-103 W WACKER DR Edit Delete

Barricades

| Placement | Purpose of Obstruction | Start Date | End Date |
|-----------|------------------------|------------|----------|
|-----------|------------------------|------------|----------|

+ Add Barricades **Add Barricades**

Operating Equipment

| Placement | Start Date | End Date |
|-----------|------------|----------|
|-----------|------------|----------|

+ Add Operating Equipment **Add Operating Equipment**

Work Vehicles

| Placement | Vehicle Number | Start Date | End Date |
|-----------|----------------|------------|----------|
|-----------|----------------|------------|----------|

+ Add Work Vehicles **Add Work Vehicles**

Temporary Driveways

| Width (ft.) | End Date |
|-------------|----------|
|-------------|----------|

+ Add Temporary Driveways **Add Temporary Driveways**

Adding Barricades

Add Barricades * Indicates a required field.

1. Select from drop-down list

Placement *

2. Enter 'Length (ft.)'

Length ft. *

3. Enter 'Purpose of Obstruction.'

Purpose of Obstruction *

4. Click & Select the 'Start Date'

Start Date MM/DD/YYYY *

5. Click & select the 'End Date'

End Date MM/DD/YYYY *

6. Click the 'Add Barricades' button to Proceed.

Adding Operating Equipment

Add Operating Equipment *

Indicates a required field.

1. Select from drop-down list

Placement *

2. Enter 'Length (ft.)'

Length *

3. Enter 'Equipment Stored'

Type of Vehicle *

4. Click & Select the 'Start Date.'

Start Date *

MM/DD/YYYY

5. Click & Select the 'End Date.'

End Date *

MM/DD/YYYY

Cancel Add Operating Equipment

6. Click the 'Add Operating Equipment' button to Proceed

Adding Work Vehicles

Add Work Vehicles * Indicates a required field.

1. Select from drop-down list

Placement *

Length ft. *

2. Enter 'Length (ft.)'

Type of Vehicle *

3. Enter 'Type of Vehicle.'

License Plate Number *

4. Enter 'License Plate Number.'

License State/Country *

5. Enter 'License State/County.'

Start Date MM/DD/YYYY *

6. Click & Select the 'Start Date'

End Date MM/DD/YYYY *

7. Click & Select the 'End Date.'

Cancel Add Work Vehicles

8. Click the 'Add Work Vehicles' button to Proceed.

Adding Temporary Driveways

Add Temporary Driveways * Indicates a required field

1. Enter 'Width (ft.)'

Width ft. *

Start Date 2. Click & Select the 'Start Date' *

End Date 3. Click & Select the 'End Date.' *

Cancel Add Temporary Driveways

4. Click the 'Add Temporary Driveways' button to Proceed.

After Adding an Activity, the information displays

| | | | | | |
|---|----|----------|-----------|-----------|---|
| Alley - Full Closure (Less Than 10 FT Alley Clearance Unobstructed) | 22 | ts1231h1 | 2/21/2024 | 2/27/2024 | Edit Delete |
|---|----|----------|-----------|-----------|---|

+ Add Work Vehicles

Temporary Driveways

| Width (ft.) | Start Date | End Date | |
|-------------|------------|-----------|---|
| 2 | 2/20/2024 | 2/28/2024 | Edit Delete |

+ Add Temporary Driveways

Previous Step Next Step

After Providing all the information. click on the Next Step To proceed further

Utility Pole Storage

*** Indicates a required field**

(Application Number - DOT1900884)

The 'Application Number' has been created

Application Type Basic Job Information Applicants Application Information **Occupy Information** Documentation Legal Agreements Status

Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

**Required Information*

✓ Your application has been saved and will be available in your dashboard. You may leave and return at a later time to complete this application if you wish.

Utility Pole Storage Information

1. Click & Select the 'Start Date'

2. Click & Select the 'End Date'

3. Click '+ Add Location' (required)

Start Date *

End Date *

Location *

Location al Information

+ Add Location

Previous Step Next Step

Entering Location Information

Add Location * Indicates a required field ×

| | | |
|------------------------|--------------------------------|---------------------------------|
| From | <input type="text"/> | 1. Enter 'From' Street Number * |
| To | <input type="text"/> | 2. Enter 'To' Street Number * |
| Direction | <input type="text" value="v"/> | 3. Select from drop-down list * |
| Street Name | <input type="text"/> | 4. Enter/Select 'Street Name' * |
| Suffix | <input type="text" value="v"/> | 5. Select from drop-down list |
| Number of Poles | <input type="text"/> | 6. Enter 'Number of Poles' * |
| Additional Information | <input type="text"/> | |

Cancel Add Location

7. Click 'Add Location Information' to add

Location Information has been added.



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

*Required Information

Utility Pole Storage Information

Start Date *

End Date *

Location *

| Location | Number of Poles | Additional Information |
|---------------------|-----------------|---|
| 101-103 E WACKER DR | 2 | Edit Delete |

+ Add Location

Click the 'Next Step' to proceed.

Previous Step **Next Step**

Media Parking

The 'Application Number' has been created

CDOT Occupy the Public Right of Way - Media Parking
(Application Number - DOT1900877) ?



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

*Required Information

Media Parking Information

1. Click & Select the 'Start Date'

2. Click & Select the 'End Date'

3. Click '+ Add Location' (required)

* Indicates a required field

Start Date: 02/20/2024 *

End Date: 02/29/2024

Location *
Location: _____
+ Add Location

Previous Step Next Step

Adding Location Information

Add Location ×

From * 1. Enter 'From' Street Number

To * 2. Enter 'To' Street Number

Direction * 3. Select from drop-down list

Street Name * 4. Enter/Select 'Street Name'

Suffix * 5. Select from drop-down list

Additional Information

* Indicates a required field

Cancel Add Location

6. Click 'Add Location'

Location Information has been entered.

CDOT Occupy the Public Right of Way - Media Parking

(Application Number - DOT1900880) ?



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

*Required Information

Media Parking Information

Start Date *

End Date *

Location *

| Location | Additional Information |
|---------------------|---|
| 101-103 E WACKER DR | Edit Delete |

[+ Add Location](#)

[Previous Step](#) [Next Step](#)

Click the 'Next Step' to proceed.

Manhole Access



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

***Required Information**

✓ Your application has been saved and will be available in your dashboard. You may leave and return at a later time to complete this application if you wish.

Manhole Access Information

Start Date

End Date

Location Information *

Location

+ Add Location Information

Previous Step Next Step

* Indicates a required field

1. Click & Select the 'Start Date'

2. Click & Select the 'End Date.'

3. Click '+ Add Location' (required)

Adding Location Information

When you click on Add Location an Address pop up Window will be displayed

Add Location Information ×

| | | |
|------------------------|----------------------|----------------------------------|
| From | <input type="text"/> | 1. Enter 'From' Street Number * |
| To | <input type="text"/> | 2. Enter 'To' Street Number * |
| Direction | <input type="text"/> | 3. Select from drop-down list * |
| Street Name | <input type="text"/> | 4. Enter/Select 'Street Name.' * |
| Suffix | <input type="text"/> | 5. Select from drop-down list * |
| Additional Information | <input type="text"/> | |

6. Click 'Add Location Information' to add

Location Information has been added.



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

**Required Information*

Manhole Access Information

Start Date *

End Date *

Location Information *

| Location | Additional Information |
|---------------------|---|
| 101-103 E WACKER DR | Edit Delete |

[+ Add Location Information](#)

[Previous Step](#) [Next Step](#)

Click the 'Next Step' to proceed.

Moving Van Parking

The 'Application Number' has been created

CDOT Occupy the Public Right of Way - Moving Van Parking
(Application Number - DOT1900881)



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

**Required Information*

✓ Your application has been saved and will be available in your dashboard. You may leave and return at a later time to complete this application if you wish.

Moving Van Information

Start Date *

End Date *

Total Number of Vehicles Parked at One Time

What is the ICC Vehicle Number? *

Location *

Location

+ Add Location

1. Click & Select the 'Start Date'

2. Click & Select the 'End Date'

3. Enter the 'Total Number of Vehicles Parked at One Time'

4. Enter the 'ICC Vehicle Number'

5. Click '+ Add Location' (required)

* Indicates a required field

Previous Step Next Step

Adding Location Information

Add Location ×

| | | |
|------------------------|----------------------|---------------------------------|
| From | <input type="text"/> | 1. Enter 'From' Street Number * |
| To | <input type="text"/> | 2. Enter 'To' Street Number * |
| Direction | <input type="text"/> | 3. Select from drop-down list * |
| Street Name | <input type="text"/> | 4. Enter/Select 'Street Name' * |
| Suffix | <input type="text"/> | 5. Select from drop-down list |
| Additional Information | <input type="text"/> | |

* Indicates a required field

Cancel Add Location

6. Click 'Add Location' to add

Location information has been added.



Enter the information regarding the way you intend to occupy the public right-of-way. If your permit is associated with an approved OUC project (e.g., construction), the permit start date must be within the range of the Project Start Date and Project Expiration Date.

**Required Information*

Moving Van Information

| | | |
|---|---|---|
| Start Date | <input type="text" value="02/20/2024"/> | * |
| End Date | <input type="text" value="02/29/2024"/> | * |
| Total Number of Vehicles Parked at One Time | <input type="text" value="2"/> | * |
| What is the ICC Vehicle Number? | <input type="text" value="123"/> | * |

Location *

| Location | Additional Information |
|---------------------|---|
| 101-103 E WACKER DR | Edit Delete |

Maximum number of Location records reached (1).

[Previous Step](#) [Next Step](#) Click the 'Next Step' to proceed

6. Documentation

To add a document to the application

- **Click** the **'+Add Document'** button.

Note: Only JPG, pdf, or PNG files can be

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways
(Application Number - DOT1900869) ?



Upload any relevant documentation. If this permit is for an arterial street, a completed work zone sketch is required. You can find a template [here](#).

The following documentation is required for this application:

- Work Zone Sketch/Traffic Plan Upload Required - This action can be completed on the 'Documentation' page

Documents

Click the '+Add Document'

+ Add Document

Previous Step Next Step

- **Click** the **Add Document...** button to locate a document.

Add Document

Approved File Types: jpg, pdf, png

Choose File No file chosen

Click the 'Choose File' button to locate a

Select the type(s) of documents that are included in the selected file:

- General Documentation for CDOT Permits
- Work Zone Sketches

Cancel Upload

- Add the file.

| Name | Date modified | Type | Size |
|--|--------------------|-------------------------|------------|
| ▼ Today | | | |
| DOT_Occupy_Public_Right_of_Way_Permit (2) 1.docx | 2/28/2024 12:30 PM | Microsoft Word Doc... | 5,602 KB |
| ▼ Yesterday | | | |
| MicrosoftTeams-image (8).png | 2/27/2024 10:48 AM | PNG File | 31 KB |
| ▼ Earlier this week | | | |
| MicrosoftTeams-image (7).png | 2/26/2024 10:42 PM | PNG File | 233 KB |
| MicrosoftTeams-image (6).png | 2/26/2024 10:42 PM | PNG File | 233 KB |
| MicrosoftTeams-image (5).png | 2/26/2024 10:42 PM | PNG File | 233 KB |
| sqldeveloper-23.1.1.345.2114-x64.zip | 2/26/2024 6:58 PM | Compressed (zipped)... | 447,969 KB |
| DOT_Occupy_Public_Right_of_Way_Permit (2) (1).pdf | 2/26/2024 6:30 PM | Microsoft Edge PDF ... | 5,498 KB |
| ▼ Last week | | | |
| DOBEpp000.dll | 2/22/2024 4:58 PM | Application extension | 1,205 KB |
| Untitled.png | 2/19/2024 11:22 AM | PNG File | 393 KB |
| ▼ Earlier this month | | | |
| ac.zip | 2/16/2024 10:19 AM | Compressed (zipped)... | 42,523 KB |
| Thirupathi_Salendra_130268_2024 GPS Delivery Utilizatio... | 2/14/2024 12:16 PM | Microsoft Edge PDF ... | 86 KB |
| DOB IPS11 Phase 1C Requirements.xlsx | 2/13/2024 10:54 AM | Microsoft Excel Work... | 18 KB |
| EPP milestones REV8_TK.pdf | 2/12/2024 6:17 PM | Microsoft Edge PDF ... | 1,568 KB |
| DOR EPP DecisionAnalysis V2 1.xlsx | 2/9/2024 3:47 PM | Microsoft Excel Work... | 77 KB |

me: [search bar] All files [dropdown]

Upload from mobile [button] Open [button] Cancel [button]

- Select the type of document that you uploaded

Add Document [close icon]

Approved File Types: jpg, pdf, png

Choose File No file chosen

Select the type(s) of documents that are included in the selected file.

General Documentation for CDOT Permits

Work Zone Sketches

Cancel Upload

- Click the 'Upload' button to add the document to the application.

Add Document ✕

Approved File Types: jpg, pdf, png

Choose File

Select the type(s) of documents that are included in the selection:

- General Documentation for CDOT Permits
- Work Zone Sketches

Cancel Upload

Click the 'Upload' button to add the document to the application.

The document has been added.

- **Click** the 'Next Step' button to proceed.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways
(Application Number - DOT1900869) ?

Basic Job Information Applicants Application Information Occupy Information Documentation Legal Agreements Status

Upload any relevant documentation. If this permit is for an arterial street, a completed work zone sketch is required. You can find a template [here](#).

| Document | Categories | |
|------------------------------------|---|---|
| Screenshot (1).png | <ul style="list-style-type: none">• General Documentation for CDOT Permits• Work Zone Sketches | Edit Remove |

+ Add Document

Previous Step Next Step

Click the 'Next Step' button to Proceed. If your permit is for work on an arterial street, you will not be allowed to leave this page until you have uploaded a Work Zone Sketch.

7. Legal Agreements

The legal agreement must be acknowledged.

- **Click** the **'I Accept'** checkbox.
- **Click** the **'Submit'** button to proceed.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways
(Application Number - DOT1900869) ?



In order to finish your application, you must agree to the terms and conditions below.

*Required Information

Legal Agreements

By accepting this agreement you are certifying that:

1. You have personally examined and are familiar with all the information submitted in response to the questions contained in this notice, and any attachments, and that you believe that all information submitted is true, correct, and complete; and
2. You understand and agree that clicking "I agree" will be deemed the equivalent of a signature in electronic form.

I Accept *

1. Click the 'I Accept' checkbox to accept the agreement

Previous Step

Submit

2. Click the 'Submit' button to Proceed

8. Status

Congratulations! You have finished entering the application.

The application is being processed and sent to CDOT for review.

Note: the remainder of the application can be viewed by scrolling down the page.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways
(Application Number - DOT1900869)

Application Information:

- Your account or a Sub-Contractors account is currently on hold. Please contact CDOT for more information, contact details at bottom of this page.
- Your application is currently under review. You will receive an email when the review is complete.

[Cancel Application](#) [Manage Parking Restrictions](#)

Note: If you require parking restrictions, please click the "Manage Parking Restrictions" button above.

| Summary | |
|------------|---|
| Type | CDOT Occupy the Public Right of Way |
| Status | Application Checks |
| Applicants | WINSTON TOWERS CONDO ASSOC-Applicant And 1 Others more info... |

Note: Scroll down the page to see additional application information

If a Service Request is needed

'Adding a Service Request' is the next step...

Adding a Service Request:

- **Click** the **'Manage Parking Restrictions'** button.

CDOT Occupy the Public Right of Way - Barricades, Equipment and Temporary Driveways
(Application Number - DOT1900894)

Application Information:

- Your account or a Sub-Contractors account is current... details at bottom of this page.
- Your application is currently under review. You will receive...

Cancel Application **Manage Parking Restrictions**

Note: If you require parking restrictions, please click the "Manage Parking Restrictions" button above.

| Summary | |
|------------|---|
| Type | CDOT Occupy the Public Right of Way |
| Status | Application Checks |
| Applicants | WINSTON TOWERS CONDO ASSOC-Applicant more info... |

Once you click the **'Manage parking Restrictions'** button you will be navigated To the below page.

Service Requests for Permit # DOT1900894

Note: If you require parking restrictions within 72 hours, please contact CDOT.

[View Permit Status](#)

Permit Location: 101-103 E WACKER DR

| Location | Street Side | Posting Timings | Status | SR Number | Fee |
|---------------------------------------|-------------|-----------------|--------|-----------|-----|
| + Add Service Request | | | | | |

Click the **'+Add Service Request(optional)'** button.

Entering Service Request Information

- **Enter** the 'Purpose of Posting.'
- **Select** the 'Side of the Street' from the drop-down list.
- **Select** the 'Posting Begins' date.

| February 2024 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

- **Select** the 'Posting Ends' date.

| February 2024 | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

- **Enter** 'Special Instructions for Traffic Services' (optional)
- **Click** the 'Add Service Request' button.

Add Service Request for permit location 101-103 E WACKER DR



Street Number From: Enter the from street number. *

Street Number To: Enter the to street number *

Street:

Side of the Street: Enter Side of the Street *

Posting Begin Date: Click/Select the date. *

Posting End Date: Click/Select the date. *

Posting Begin Time: Enter posting begin *

Posting End Time: Enter posting end date. *

Purpose: Enter the purpose. *

Special Instructions:

* Indicates a required field

Cancel

Add Service Request

Click the 'Add Service Request' button to add

Your Service Request has been added.

- **Click** the **'View Permit Status'** button to Know the application status.

Service Requests for Permit # DOT1900894

Click 'View Permit Status'

Note: If you require parking restrictions within 72 hours, please contact CDOT.

[View Permit Status](#)

Permit Location: 101-103 E WACKER DR

| Location | Street Side | Begin Date | End Date | Posting Timings | Status | SR Number | Fee |
|---------------------|-------------|------------|----------|-------------------|----------------|-----------|---|
| 101-103 E WACKER DR | E | 3/4/2024 | 3/5/2024 | 8:00 AM - 8:30 AM | Pending Permit | | \$0.00 View Edit Delete |

[+ Add Service Request](#)

Sign Out

When finished, be sure to sign out.

- **Click** the **drop-down arrow** beside your username.
- **Select** **'Sign Out'** to log off.

