



**For the following inquiries, please contact:**

Small Cells	Reginald Buchanan	(404) 546-1805
Street Lighting	Curtis Williams	(404) 322-5919
Qualified Contractors	Carolyn Edwards-Herron	(404) 865-8772
Sanitary Sewer	Site Development	(404) 330-6249
Lane/Sidewalk Closure	Nebyou Beza	(470)-512-2392

Dear Applicant:

When applying for Qualified Contractor's application, please provide the following:

**Please click on the following link to apply:** <https://app.apply4.com/worksapp/usa/atlanta>

**Please allow 10 business days processing time once all required documents have been received.**

**YOU MUST APPLY FOR THE CLOSURE AT THE SAME TIME YOU APPLY FOR THE QUALIFIED CONTRACTOR/RIGHT OF WAY PERMIT USING THE SAME PORTAL. THEY WILL BE ISSUED TOGETHER.**

**Lane Closure Permit issued from ATL DOT is required with Qualified Contractor/Right-of Way permit application.**

**[Please contact Mr. Beza 470-512-2392 nwbeza@atlantaga.gov if you have](mailto:nwbeza@atlantaga.gov) questions regarding the closure application process.**

- Copy of your Business License
- Certificate Liability Insurance \*\*\* **CITY OF ATLANTA/Department of Transportation** \*\*\* must be shown as the certificate holder \*\*\* Required Insurance is \$1,000,000 per occurrence and \$2,000,000 aggregate \*\*\*
- **Address:**
  - 55 Trinity Avenue,
  - Suite 4400
  - Atlanta, Georgia 30303
- **Original Performance/Completion Bond** is required in the amount of the "value of proposed work or to restore the public right-of-way to its original condition prior to the commencement of work" The City of Atlanta must be the "obligee."
- **THE CITY OF ATLANTA WILL HOLD THE BOND FOR ONE YEAR AFTER COMPLETION OF WORK.**
- **SAVE AFFIDAVIT** with a copy of current identification.
- **RESTORATION**
  - Last date the road was resurfaced if you are disturbing the road. It can be found here ([Resurfacing Information](#))
  - Restoration plan of location per city code section [138-69](#).
- Copy of a drawing (**APPROVED BY THE OFFICE OF BUILDINGS 404-330 6150**) showing dimension of the work area (e.g.)
- **DRIVEWAY APRONS, CURBING AND SIDEWALK CONSTRUCTION/REPAIR** should show dimension, (length, width) location and type of material to be used. If pavers or decorative color will be used, please complete the Decorative sidewalk agreement.
- **SANITARY SEWER ONLY-** Drawings should be stamped with the **Blue Sticker** obtained from the Office of Site Development. Sanitary Sewer Access Authorization Forms must be signed by the Office of Site Development.
- **WATER METER(S) ONLY** – provide approved utility drawings from Watershed, along with your pre-construction/cost estimate letter. 404-546-3390.
- Provide abandonment letter (if applicable).
- **Field Conditions** - Location of all above and below ground structures to be navigated. (i.e. storm drain, culverts, bridges, existing utilities, walls, parking lots, buildings, driveways, side streets, signal, etc.)
- **BORING**
  - Description of full scope of work. Provide details – Size, type and length including method of installation, and note if it is replacement, maintenance, reconducting, etc. type work, when applicable.

- Location bridge structures and traffic signal-controlled devices to be navigated.
- Clearly identify and differentiate existing and proposed facilities.

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