



GL No. 02-4-00-62121

Application for Permit to Excavate Within City Right of Way

Name of Contractor: _____ Contractor License No: _____

Address: _____

Phone No.: _____

Owner of Facility: _____

Address: _____

Phone No.: _____

Location of Proposed Excavation: _____

Purpose of Proposed Excavation: _____

Excavation Width: _____ Excavation Length: _____

Proposed Commencement: _____ Proposed Completion: _____

Other Pertinent Information: _____

I / We hereby assume liability for all damages caused by or which result from work done pursuant to the application for excavation for a period of two (2) years from the date of the completion of work under said permit. I / We agree to adhere to any applicable requirements outlined herein or within the current version of the "City of Alamosa Standard Construction Specifications" and hereby acknowledge receipt of a copy of said Standard Construction Specifications, available in the Public Works Office for a standard fee of \$25.00.

Signed: _____ Date: _____

CITY USE ONLY:

Fee Paid: \$ _____

Drawing: Yes: No: N/A:

Traffic Control Plan: Yes: No: N/A:

Surety Bond: Yes: No: N/A:

Insurance: Yes: No: N/A:

Application: Approved: Disapproved:

By: _____ Date: _____

Staff Comments: _____

Excavation Permit Requirements

No excavation or cutting of any kind, including potholing, may be made on any City right of way or on City-owned property without a written excavation permit having been first obtained.

Permittee shall:

Obtain utility locations from all utility companies, including the City Water Department, prior to commencing excavation.

Furnish, erect, and maintain adequate warning signs and barricades in the vicinity of the excavation, in conformance with the current edition of the Manual on Uniform Traffic Control Devices.

Backfill the excavation in accordance with the standards set forth in the City of Alamosa Standard Construction Specifications.

All asphalt patching shall be completed in accordance with the standards set forth in the current City of Alamosa Standard Construction Specifications. Any asphalt not replaced within five (5) working days of the completion of the work, may be replaced by the City of Alamosa Street Department at a cost of \$100.00 per square yard, to be billed to the contractor.

Post a bond or certified check in an amount specified by the Director of Public Works, at his discretion, but not to exceed 125% of the estimated cost of repairs to the City right of way. If so required, said posting shall be required prior to the commencement of work.

Perform any other requirements deemed necessary by the Director of Public Works for the particular circumstances of the project and so specified hereon.

Not be eligible for an excavation permit without having first obtained a City of Alamosa contractor's license, available through the Public Works Department. **SAID LICENSE SHALL BE SUBJECT TO REVOCATION FOR FAILURE TO COMPLY WITH ALL REQUIREMENTS OF AN EXCAVATION PERMIT.** In exception to this shall be private citizens who may excavate sidewalks adjacent to their property without being a licensed contractor in the City of Alamosa, for the purpose of repairing or replacing said sidewalk. However, all construction shall abide by those standards set forth in the current City of Alamosa Standard Construction Specifications pertaining to sidewalks.

No cleated or tracked equipment shall work on any pavement without mats or other appliances adequate to prevent damage to such surfaces.

All bore pits in the traveled way must be metal plated to allow the flow fill proper set-up to accept traffic.

Any new installation crossing perpendicularly, or running parallel to and with 4 feet horizontally of **ANY** City owned facility shall be made to be beneath the level of the City owned improvement so as not to impede or otherwise constrain the City's ability to maintain its infrastructure.

**PERMITTING FEE SCHEDULE
FOR RIGHT OF WAY CONSTRUCTION
UTILITY INSPECTION PERMIT FEES**

- Base Fee:** Permit applicants will be assessed a \$25.00 fee for review and processing of the permit and associated documentation. This will apply to each permit submitted.
- Service Installations:** Service installations which do not disturb asphalt, concrete, or gravel surfaces, and do not exceed a distance of ten (10) linear feet within the right-of-way, will not be assessed in addition to the base fee. This would apply to service installations on the same side of the roadway, or for a single road bore to provide individual utility services.
- Linear Installations:** Installations parallel to the roadway and within the Right-of-Way but not within the paved or traveled way will be assessed at a rate of \$0.10 per linear foot plus the base fee. This rate will apply to underground (bore) installations only.
- Street Cuts:** A flat fee of \$200.00 will be assessed for cutting asphalt on all paved or chip-sealed roadway surfaces. If the asphalt to be cut is less than thirty-six (36) months old, a Fee of \$5.00 per square foot will be charged in place of the flat fee (if the \$5.00 per square foot fee is less than \$200.00, The \$200.00 fee will apply).
- A flat fee of \$50.00 will be assessed for cutting gravel, or native material roadways and rights of way.

Notes:

- These fees in no way release the applicant from restoring roadways to original or better condition. The street cut fees are in addition to the base fee and linear footage fees. All fees are cumulative.
- Fees will not be charged for utility relocations due to City capital improvement projects.
- Fees will not be charged to governmental agencies, tax based agencies or utility districts.
- This fee structure governs the cost of the Construction Guidelines they are an appendix to.