



Lake County Public Works

2017-____
Office use only

Permit # _____

Date _____

Excavation & Encroachment Permit Application

Office processed date _____

Applicant _____

Job Location (w/nearest cross st) _____ Bus route? Y N

Job Dates - from _____ to _____

Job Contact (best contact person on job site): _____

Phone # (on job site) _____ Email _____

Work Description	Work Type		Traffic Control (Check all that apply & attach plan)	Cut Info (Check all that apply)
<input type="checkbox"/> Install	<input type="checkbox"/> Water	<input type="checkbox"/> Manhole	<input type="checkbox"/> Flaggers	<input type="checkbox"/> Asphalt
<input type="checkbox"/> Repair	<input type="checkbox"/> Sewer	<input type="checkbox"/> Culvert	<input type="checkbox"/> One lane closure	<input type="checkbox"/> Concrete
<input type="checkbox"/> Abandon	<input type="checkbox"/> Electric	<input type="checkbox"/> Ditch	<input type="checkbox"/> Road closure	<input type="checkbox"/> Curb & Gutter
<input type="checkbox"/> Encroach	<input type="checkbox"/> Gas	<input type="checkbox"/> Storm drain	<input type="checkbox"/> Parking restriction change	
<input type="checkbox"/> Bore	<input type="checkbox"/> Telephone	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Special ROW usage	
	<input type="checkbox"/> Cable	<input type="checkbox"/> Right of Way	<input type="checkbox"/> Speed limit reduction	
	<input type="checkbox"/> Communications	<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____	

Asphalt	Concrete	Curb & Gutter
Dimensions (sq ft)	Dimensions (sq ft)	Dimensions (sq ft)
Special Instructions:	Special Instructions:	Special Instructions:

Do not write below – Office Use Only

Permit Fee	Fines	Deposit
Date:	Date	Date
Amount due: \$	Amount	Amount
Cash _____ Receipt # _____	Cash _____ Receipt # _____	Cash _____ Receipt # _____
Check _____ Receipt # _____	Check _____ Receipt # _____	Check _____ Receipt # _____
Invoice # (if bill to) _____	Invoice # _____	Invoice # _____
Bill to (end of season): Yes No (circle one)		Bond _____
If yes to above-total # of permits _____		Letter of Credit _____
APPROVED LCPW Representative (print, sign & date): _____		Date: _____

Initial Inspection (if needed)	Final 2-Year Inspections (Required for all bonded jobs)
Date	Date
<input type="checkbox"/> Pass <input type="checkbox"/> Fail	<input type="checkbox"/> Pass <input type="checkbox"/> Fail
Inspector	Inspector
Notes	Notes

Deposit Release		
Date	Name	Notes
Amount	Address	

OVER

Permit Conditions (initial each):

_____ 1. Work must only be done pursuant to the Permit **Monday through Friday between 7 A.M. and 7 P.M.** Any work done outside of these hours is a violation of this Permit and will be assessed a **\$100 fine per day**. If this permit is for emergency or extended hours are required, Public Works must be notified immediately. Notification can be made by calling Lake County Public Works at (719) 486-0259 or by calling the Sheriff's Office at (719) 486-1249, whereby the Sheriff's Office will contact Lake County Public Works Personnel.

_____ 2. All work done pursuant to the Permit shall be performed in accordance with all applicable standards and specifications. This includes, but is not limited to, Lake County Road Standards, Parkville Water Regulations, Leadville Sanitation District Pipeline and Manhole Design regulations, and Construction Specifications (revisions). It is the responsibility of the Applicant to determine which standards and specifications are applicable to the work to be done pursuant to this Permit.

_____ 3. Applicant assumes full responsibility for any and all damages or claims resulting from the performance of work for which the Permit was issued. Applicant agrees to indemnify and hold the Lake County Government harmless from any and all claims, demands and suits, including County's attorney fees, arising from or related in any way to the performance of work for which the Permit was issued.

_____ 4. Applicant represents to the County that its employees, agents and subcontractors who will perform the work for the Permit has been issued will be fully covered by Worker's compensation insurance when performing the work.

_____ 5. At all times when performing the work for which the Permit was issued, Applicant shall maintain a policy of general liability insurance with limits of liability of not less than \$150,000 for any injury to 1 person in any single occurrence and \$600,000 for an injury to 2 or more persons in a single occurrence. Applicant shall file an insurance certificate with the Lake County Public Works prior to commencing the work for which the Permit was issued.

_____ 6. Applicant is responsible for all utility locates and associated costs.

_____ 7. The Permit is valid for only the dates of work specified on the Permit. If changes or extended work dates are necessary to complete the work, the Applicant is required to inform the Public Works Department immediately in writing. The Applicant may be required to resubmit a new permit for the work and may have additional fees associated with the Permit.

_____ 8. Excavations done pursuant to the Permit must have a temporary patch (cold patch) applied within 72 hours of the completion of the work for which the Permit was issued. Fill shall be placed in lifts not to exceed 18". Fill shall be placed to a uniform depth and compacted to 95% Standard Proctor relative density using mechanical compaction methods to ensure satisfactory results. The County may waive any required testing if it deems the compactive effort and quality to be satisfactory. Material excavated from the site may be used as backfill provided that it is free of debris, organic matter, and corrosive material and shall be reasonably dry; however, if deemed necessary, applicant may be required to introduce additional moisture to ensure reasonable compaction. No rock larger than 3" in largest dimension shall be acceptable for backfill. In traveled roadways, the final 12" lift of backfill shall consist of two 6" lifts of Class 6 structural backfill placed and compacted of 6" below finished asphalt grade to facilitate paving. All excavations, which are made in paved County Roads, shall be restored with hot bituminous pavement patch within fifteen (15) calendar days of the completion of the work for which the Permit was issued. A **\$50 fine per day** will be assessed for patch violations. Any variance from these requirements must be approved by the Lake County Public Works Department.

_____ 9. Applicant shall restore all slopes and drainage ditches to original condition prior to the permitted work. In some cases, the Applicant may be asked to reseed ditches.

_____ 10. Applicant agrees to guarantee the work for which the Permit has been issued for a period of 2 years from completion; and to repair within Five (5) business days of notification from the County or replace same, at the option of the County, should the work become unsatisfactory to the County within such 2 year period.

_____ 11. The Permit may be suspended or revoked, or work authorized to be done pursuant to the Permit temporarily halted, by the County Director of Public Works, or their designee, if it is determined that the Applicant has violated any of the terms and conditions of the Permit.

_____ 12. It is the responsibility of the Applicant to insure that work being done does not adversely impact water quality. In some cases a water quality control plan may be required. Storm and source water protection must be maintained at all times.

_____ 13. Adequate traffic control must be maintained at all times. Follow the requirements of the Manual on Uniform Traffic Control Devices for Streets and Highways, 2009 Edition Revision May 2012 Chapter 6, Temporary Traffic Control. Inadequate traffic control will result in a **\$100 fine per day**.

_____ 14. Contractor/Owner must provide a sketch adequate to show location of excavation including but not limited to; nearest intersections, County Roads and Street names.

Applicant Print Name: _____ **Applicant Signature:** _____

Date _____