



TOWN OF BUENA VISTA

Post Office Box 2002
Buena Vista, CO 81211
Public Works Phone: (719) 395-6898
Public Works Fax: (719) 395-8644

Project Address
[Blank box for project address]

APPLICATION FOR EXCAVATION/RIGHT-OF-WAY CONSTRUCTION/STREET CLOSURE

EXCAVATION/RIGHT-OF-WAY CONSTRUCTION

This application must be submitted to the Planning or Public Works Department for approval prior to undertaking any physical disruption, excavation, construction or cutting in any public street, access, alley, pedestrian/bike path, or other public right-of-way. The appropriate fee must accompany the application, contain accurate information, and must be supported with information as may be deemed necessary by Public Works, including a site survey and sketch.

DATE OF APPLICATION:
APPLICANT'S NAME:
APPLICANT'S MAILING ADDRESS:
APPLICANT'S TELEPHONE NUMBER: EMAIL ADDRESS:
NAME OF EXCAVATION COMPANY: Phone Number:

TOWN OF BUENA VISTA BUSINESS LICENSE INFO:

Description of the Project and Location

[Blank lines for project description and location]

Construction Information

1) Start Date: Excavation and Backfilling Complete Date:
2) Size of Cut (sq. ft.):
ft. x ft. = sq. ft. Paved Surface (\$4.00/sq. ft.)
ft. x ft. = sq. ft. Unpaved Surface (\$2.00/sq. ft.)
3) Will lane closure be necessary for construction No Yes \* (allowed between 10 am and 3 pm)

\*All Street Closures must be approved by the Public Works Director. A Traffic Control Plan must accompany this application.\*

The applicant acknowledges and declares that he/she has read the application and the requirements and conditions for issuance of a permit and that all of the information provided on the application and supporting materials is true and accurate to the best of their information and belief.

I have read, understand and will comply with all conditions and regulations listed.

Applicant Signature Date
Owner's Signature Date
Additional Owner's Signature Date



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**STREET CLOSURE**

This application must be submitted to the Public Works Department for approval at least one week prior to starting any project. The application must contain accurate information and be supported with information as may be deemed necessary by Public Works, including a Traffic Control Plan.

**APPLICANT INFORMATION:**

DATE OF APPLICATION: \_\_\_\_\_  
NAME: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_  
TELEPHONE NUMBER: \_\_\_\_\_

**DESCRIPTION OF THE PROJECT AND LOCATION:**

**\*NOTE: All Street Closure Applications must be accompanied by a Traffic Control Plan (TCP), including pictures or drawings of the site, intersections, detours, locations and types of barricades, flaggers, and other pertinent information. Please notify Public Works at 719-395-6898 if closure dates change, so that emergency agencies can be notified.\***

STREET(S) TO BE CLOSED: \_\_\_\_\_  
START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_  
REASON FOR CLOSURE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DESCRIPTION OF CLOSURE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The applicant acknowledges and declares that he/she has read the application and the requirements and conditions, and all of the information provided on the application and supporting materials is true and accurate to the best of their information and belief.**

**I have read, understand and will comply with all conditions and regulations listed.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**For Town Staff Only**

EXCAVATION PERMIT APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

EXCAVATION PERMIT ISSUANCE DATE: \_\_\_\_\_ EXCAVATION PERMIT EXPIRATION DATE: \_\_\_\_\_

*The permit will automatically expire thirty (30) days from the permit issuance date, excluding Sundays and legal holidays, unless a different date is indicated.*

**DEPOSIT CUT TABLE FOR RIGHT-OF WAY WORK (PER SQUARE FOOT)**

Paved Surfaces    Square Footage: \_\_\_\_\_ sq. ft. X \$4.00/sq. ft.    Deposit Amount: \$ \_\_\_\_\_

Unpaved Surfaces    Square Footage: \_\_\_\_\_ sq. ft. X \$2.00/sq. ft.    Deposit Amount: \$ \_\_\_\_\_

Permit Fee: \$30    Check # \_\_\_\_\_    Receipt #: \_\_\_\_\_    Date paid: \_\_\_\_\_

Deposit: \$ \_\_\_\_\_    Check # \_\_\_\_\_    Receipt #: \_\_\_\_\_    Date paid: \_\_\_\_\_

Date Inspected \_\_\_\_\_    Inspected by: \_\_\_\_\_

Deposit Refunded Date : \_\_\_\_\_

STREET CLOSURE APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TCP APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

CLOSURE APPROVED START DATE: \_\_\_\_\_

EMERGENCY AGENCIES NOTIFIED:

BVPD: \_\_\_\_\_    BVFD: \_\_\_\_\_    CHAFFEE COUNTY DISPATCH: \_\_\_\_\_    OTHER: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



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### EXCAVATION/RIGHT OF WAY CONSTRUCTION CONDITIONS

1. **A permit fee of \$30.00 and a separate deposit check, based on cut table on the previous page, must be paid upon submission of the application.** The deposit will be returned to the applicant following a 1 year warranty period and final inspection by the Town. Checks shall be made payable to the "Town of Buena Vista."
2. The actual excavation/street cut in a paved surface shall be made by the Permittee on both sides of the proposed trench with a concrete saw, pipe saw or other suitable tool. All cuts are to be made at 90% right angles.
3. All material taken from the excavation/street cut and not used in backfill shall be properly removed and disposed of by the Permittee at the time of the cut/excavation.
4. Materials that must be stored on site shall be done so as to minimize interference with traffic.
5. Backfill materials shall be placed in layers or lifts not to exceed twelve inches (12") in un-compacted thickness
6. **Backfill material shall be native or imported materials containing no stones larger than eight inches (8") in diameter.**
7. Compaction shall be accomplished only with equipment specifically designated for trench compaction. The Public Works Director or his designated representative shall approve compaction equipment
8. **All backfill material shall be moisture conditioned and compacted as to achieve ninety-five percent (95%) of maximum dry density (ASTM 698).**
9. **The top eight inches (8") of the excavation shall be filled with aggregate base course (Class #6).** The top of the aggregate base course shall be finished flush with the adjacent pavement or slightly above to allow for settling
10. **All previously asphalted surfaces shall be paved with 3" hot-mix asphalt. Cold-mix shall be allowed between November 1 and May 1, but shall be replaced with hot-mix by May 31st.**
11. No paved surfaces shall be left unpaved without hot-mix or cold-mix for longer than seven days, unless the total cut is less than twenty (20) square feet, or with the approval of the Public Works Department. Such cuts shall be paved with 3" HMA by May 31st.
12. For construction activities within the R.O.W., a traffic control plan (TCP) shall be submitted with this permit for approval by the Public Works Director or his designated representative. The TCP must show limits of construction and location of all construction signs, barricades, cones, etc.
13. **The Permittee shall be solely responsible for all lights, barricades, signs, flag persons and other traffic control devices or equipment necessary to ensure the safe flow of vehicle and pedestrian traffic around the construction/excavation site, and the Permittee shall indemnify and hold the Town of Buena Vista, its officers and employees, harmless from any and all claims for injury or damage to persons or property arising from the construction/excavation activity. All barricades, signs and other traffic control devices shall conform to the Manual on Uniform Traffic Control Devices, and no excavation shall be left open overnight unless prior written approval is obtained from the Public Works Department.**
14. **If surfaces are adequately paved and/or repaired to their original condition, the deposit check shall be returned to the applicant after one year.** If the surface does not meet requirements, the deposit will not be returned. All costs, beyond the deposit amount, incurred by the Public Works Department to repair the excavated area will be invoiced to the applicant for payment. All outstanding payments must be received prior to approval of any new street cuts.
15. A permit may be made subject to such terms and conditions as the Public Works Department determines necessary to protect the public health, safety and welfare, including the imposition of an expiration date for the permit and/or the posting with the Town of adequate financial security securing the Permittee's performance under the permit.
16. **At least 72 hours prior to excavation, the Permittee shall contact the Utility Notification Center of Colorado (UNCC) at 811. The UNCC will notify all Tier 1 utility companies and provide you a ticket number.**
17. Permit expires in 30 days from date of issuance unless extended in writing.
18. **Permittee must call the Streets Department at Public Works at least 12 hours in advance to schedule an inspection, at 719-395- 6898. All compaction must be inspected and approved by the Public Works Streets Department prior to paving.**