



# Public Right-of-Way Permit APPLICATION

Date: \_\_\_\_\_

This permit shall automatically expire sixty (60) days from date of acceptance.

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_ Contact: \_\_\_\_\_

Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Work Location: \_\_\_\_\_

Provide a description and sketch of work to include: type of existing public infrastructure (street pavement, curb and gutter, sidewalks or utilities) impacted by the construction excavation or work; purpose of the proposed construction, excavation, or work; the measurements, quantities, itemization, and total cost, including labor and materials, of the construction improvements and excavations.

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

Sketch (attach separate sheet(s) as needed):

Commencement Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Proposed Days and Hours of Work: \_\_\_\_\_ Monday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

\_\_\_\_\_ Tuesday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

\_\_\_\_\_ Wednesday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

\_\_\_\_\_ Thursday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

\_\_\_\_\_ Friday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

\_\_\_\_\_ Saturday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

\_\_\_\_\_ Sunday \_\_\_\_\_:00 \_\_\_\_\_.m. to \_\_\_\_\_:00 \_\_\_\_\_.m.

**CALL 303-421-7282  
FOR INSPECTION  
24 HOURS IN ADVANCE**  
*(Inspections will be scheduled for  
morning or afternoon)*

Check if applicable: \_\_\_\_\_ Street will be closed during construction \_\_\_\_\_ A detour is required

Are there any known existing facilities that may conflict with the work proposed in this application?

\_\_\_\_\_ Yes \_\_\_\_\_ No If yes, describe the possible conflict: \_\_\_\_\_

\_\_\_\_\_



## Right-of-Way Permit Verification

Attach evidence of all permits and licenses (including required insurance, deposits, bonding, and warranties) required to do the proposed work, if licenses or permits are required under the laws of the United States, the State of Colorado, or the ordinances of the Town. Additional application materials may be required as determined by Town staff in conformance with Section 11-3-40 of the Mountain View Municipal Code.

The undersigned represents and verifies that:

1. Undersigned has the authority to sign for and bind the Applicant.
2. Applicant has read, understands, and will comply with all of the conditions of this permit, applicable construction criteria, and the ordinances under which this permit is issued.
2. Applicant is not in arrears on any payments due to the Town of Mountain View.
4. Applicant shall maintain the permit, along with associated documents, on the job site and available for inspection upon request by any officer or employee of the Town.
5. Each permittee shall construct, maintain, and operate its facilities in a manner which provides protection against injury or damage to persons or property. The permittee for itself and its related entities, agents, employees, subcontractors, and the agents and employees of said subcontractors, shall save the Town harmless, defend and indemnify the Town, its successors, assigns, officers, employees, agents and appointed and elected officials from and against all liability or damage and all claims or demands whatsoever in nature, and reimburse the Town for all its reasonable expenses, as incurred, arising out of the installation and operation of the permittee's system within the streets and rights-of-way, including but not limited to the action of the permittee, its employees, agents, contractors, related entities, successors and assigns or the securing of and the exercise by the permittee of the permit rights granted in the permit, including any third-party claims, administrative hearings, actions for copyright infringement and litigation whether or not any act or omission complained of is authorized, allowed or prohibited by this Article. The terms of each contract awarded by the permittee for activities pursuant to a permit shall contain indemnity provisions whereby the contractor shall indemnify the Town to the same extent as described above. In the event the Town institutes litigation against the permittee for a breach of the permit or for an interpretation of this Article and Town is the prevailing party, the permittee shall reimburse the Town for all costs related thereto, including reasonable attorneys' fees. The permittee shall not be obligated to hold harmless or indemnify the Town for claims or demands to the extent that they are due solely to the gross negligence or any intentional and/or willful acts of the Town or any of its officers, employees or agents.
5. Applicant warrants and guarantees complete performance of all work under the permit in a manner acceptable to the Town, and warrants and guarantees all work for a period of three (3) years after acceptance by the Town, and agrees to make all necessary repairs during the three (3) year period.
6. Applicant represents that all information provided in the application is true and correct to the best of the Applicant's knowledge, and agrees to update such information within ten (10) days after any change occurs.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### APPROVAL

The Town of Mountain View hereby approves the Right-of-Way Permit Application, grants permission to the Applicant to perform the work herein described, subject to all conditions of the permit and applicable laws, ordinances, rules and regulations.

Permit approved and issued by: \_\_\_\_\_ Date: \_\_\_\_\_

Permit No. \_\_\_\_\_ Permit Fee \$ \_\_\_\_\_ Inspection Fee \$ \_\_\_\_\_ Deposit \$ \_\_\_\_\_



## Excavation Permit Criteria

**Mountain View Municipal Code 11-3-110:** Two (2) inspections shall take place. First, the permittee shall notify the Town immediately after completion of work operations, and acceptance will be made if all work meets Town and permit standards. Second, approximately thirty (30) days prior to the expiration of the three-year guarantee, the Town shall perform an additional inspection of the completed work. If the work is still satisfactory, the cash or letter of credit for individual permit holders shall be returned, less any amounts needed to complete work not done by the permittee. (Ord. 97-1 §2).

- 1) Trees, fences, mailboxes, poles and all other property shall be protected from damage during the progress of the work.
- 2) The permittee shall do all work in conformance with any and all engineering regulations, construction specification and design standards adopted by the Town. These standards shall apply to all work in the public way unless otherwise indicated on the permit.
- 3) Any person digging or causing to be dug any hole, drain, tunnel, ditch or any other excavation in any street, alley, sidewalk or other public place within the Town shall maintain sufficient warning lights and a suitable barricade or temporary fence around the excavation at all times. Such warning devices or fences shall be indicated on traffic plan.
- 4) Where trenches lie within the Portland cement concrete section of streets, alleys, driveways or sidewalks, such concrete shall be saw cut to a depth of not less than two inches (2") and to neat, vertical, true lines in such manner that the adjoining surface will not be damaged.
- 5) Asphalt pavement shall be clean cut with a circular pavement saw or an air hammer.
- 6) No ripping or rooting will be permitted outside the limits of the cuts.
- 7) Surface materials shall be hauled away from site immediately and will not be permitted to be used as backfill.
- 8) Backfill for gas line repairs or replacement shall be crusher fines from bottom of trench to one foot (1') above pipe then flash fill or flow fill from top of crusher fines to top of trench. Flash fill or flow fill shall be even with the adjacent grade and have a smooth surface.
- 9) Backfill for water and sewer lines and services shall be squeegee material from six inches (6") below piping to one foot (1') above top of pipe, then flash fill from top of squeegee to bottom of adjacent asphalt, then asphalt shall fill the topmost layer of trench to a depth of six inches (6") or to match the existing asphalt pavement if thicker. Asphalt pavement shall be Type SX having a Superpave SX Gradation. Asphalt shall be compacted with hot hand tampers or vibrating plate compactors. The grade of the final pavement patch shall match the elevation of the existing asphalt and provide a smooth, bump-free driving surface. Contractor shall test patches using a 10' straight edge.
- 10) Except where otherwise approved in writing by Town Engineer, the maximum length of open trench, where construction is in any stage of completion (excavation, pipe laying or backfilling), shall not exceed five hundred feet (500').
- 11) No excavation work may be performed, and no permit shall be issued for such work within any portion of a street or alley that has been newly paved, resurfaced or reconstructed in the three (3) years preceding the proposed commencement of the excavation work.
- 12) No excavation work may be performed and no permit shall be issued for such work within any portion of a street or alley within three (3) years following the completion of construction or resurfacing of that street or alley, except in compliance with Town Code § 11-3-170.
- 13) All materials and fees must be submitted with application in order to initiate the review process.
- 14) When excavation or construction work makes it necessary to obstruct traffic, the contractor/utility shall comply with all requirements of the Town Code §11-3-140 and 11-3-150.
- 15) All work shall occur between the hours of 7:00 a.m. and 8:00 p.m. unless otherwise specified on the permit.
- 16) The installation and maintenance of all traffic control devices shall conform to the guidelines for construction and utility work zone traffic control as outlined in the current edition of the Manual on Uniform Traffic Control Devices.
- 17) All material and workmanship shall be warranted for a period of three (3) years following the date of final acceptance.
- 18) Contractor is required to notify the Town two (2) full working days (Monday-Friday) prior to commencement of construction. The contractor shall contact the Town (303-421-7282) for Initial and Final Acceptance inspections 24 hours prior to requested inspection.
- 19) The Applicant shall assume full responsibility and liability, hold harmless and indemnify the Town, and pay for all damages or claims resulting from said construction as required by the Town Code.
- 20) The applicant for any permit required by this Chapter shall comply with the notification provisions and requirements of Section 9-1.5-101, et seq., C.R.S., and shall obtain locates from One-Call (811) to identify the location of underground facilities which might be affected by the proposed excavation in the public right-of-way.
- 21) Construction shall not begin before the date identified for beginning in a valid permit, except for emergencies as provided in the Town Code.
- 22) Performing work without a valid permit will result in penalties including a maximum fine of \$2,650, or imprisonment for not more than one (1) year, or both. Each day a violation exists is a separate offense.