



City of Englewood
 Public Works Department
 1000 Englewood Parkway, 3rd Floor
 Englewood, CO 80110
 303-762-2509
 303-783-6893 Fax
<https://ims.engagewoodco.gov/ims>

EXCAVATION APPLICATION

Public Right of Way

Date _____ Permit Number EXC _____

Jobsite Address: _____ Emergency Repair (Office Use)
YES NO

Applicant/Contractor Name & Address: _____

Sub-Contractor Name & Address: _____

Field Foreman: _____ Field Phone: _____

License Number: _____ License Expires: _____ Locate# _____

Specific Description/reason for Cut: _____

Location of Cut: _____

Size of Cut(s) _____ Total SF _____

Pothole Locates: # in Pavement: _____ Bore: # of Bore Pits in Pavement: _____

Bore pit size, square feet: _____ Bore Length: _____ Asphalt Pavement Restoration YES NO

Concrete Disturbed YES NO (Concrete permit required for concrete restoration)

Total Value of Work: \$ _____ (Including Labor)

Number of Working Days required: _____ Proposed hours of work: _____

Start Date: _____ Completion Date: _____

Work within the City of Englewood rights-of-way shall NOT occur on any City recognized holiday without prior permission from the Director of Public Works or his designee.

I/We shall comply with issued permit requirements and all specifications of the City of Englewood, and will place construction signing in accordance with M.U.T.C.D. Contractor shall notify the Public Works office at 303-762-2500 24 hours prior to start of work.

Please allow 3-5 days for processing

I have read and understand the terms and conditions set forth by the City of Englewood

Responsible Party Signature _____ Date _____

EXCAVATION GENERAL REQUIREMENTS

1. The issued permit will authorize excavation work only in the public right-of-way. In no event does the permit authorize work of any kind, even work of a temporary nature, outside of the public right-of-way.
2. The issued permit does not alleviate the requirement for other necessary permits such as CDOT permits, Building Permits, or Concrete Permits.
3. A copy of the issued permit and the approved traffic control plans shall be kept at the excavation site while work is in progress and shall be available upon request for Police, Fire, Code Enforcement, or other City representatives.
4. Work started without an issued permit is subject to a penalty double the calculated permit fee or \$350.00, whichever is more.
5. In the event that an inspection fails, the contractor shall be charged an additional \$75.00 for each inspection necessary until such time as the City inspector approved. Engineering Services will mail billing for failed inspections.
6. No open excavations shall remain overnight without written approval from the City traffic division. No plates are allowed.
7. Contractor shall compact and test all excavations to a minimum of 95% Modified Proctor Density prior to City replacement of asphalt. The City has placed a temporary moratorium on backfilling with "flash fill."
8. The City performs asphalt replacement. The following preparatory criteria are required of the contractor:
 - Summer Months – Backfill excavation to top with base course material for secondary streets.
 - Winter Months – Be prepared to maintain 30-45 days.
 - Busy Streets – Use cold mix to cap excavation
9. If damage occurs to underground facilities, contractor must immediately notify Facilities operator (i.e. gas, water, telecommunications, etc.). If the presence of flammable, toxic or corrosive gas exists, contractor must immediately notify the Facilities operator and call 911 and take immediate action to protect the public and nearby properties.
10. Upon written notice to the contractor, this permit may be revoked or suspended by the City for:
 - A. Major deviation from the approved plans, except for field changes authorized by the City.
 - B. Failure to comply with any special conditions of this permit.
 - C. Violation of any provision of the Englewood Municipal Code or other City ordinance or state law relating to the work.
 - D. Determination of any condition, or performance of any act, constituting or causing a condition endangering life or damage to public or private property.
11. State law requires that you contact the following agencies at least two (2) business days prior to the start of excavation:

Utility Notification Center of Colorado	1-800-922-1987
City of Englewood – Traffic Division	303-762-2512
City of Englewood – Utility Department	303-762-2635
12. Contractor must provide advance written notification to all businesses for right-of-way construction work that may interfere with public parking or access to those businesses.
13. If installation of a new facility required tunneling under the public Curb, Gutter and Sidewalk, and a Concrete Permit has not been issued, the contractor will be required to use a mechanical bore (DIGGING UNDER THE CONCRETE IS NOT ALLOWED). This operation requires that you schedule an inspection by a City of Englewood concrete inspector. If this inspection is not scheduled, the contractor will be required to obtain a concrete permit through a licensed and bonded concrete company to remove and replace the concrete, to the limits defined by City staff. Call 303-762-2500 to schedule an inspection. If concrete is removed without a concrete permit, contractor will be charged double the calculated permit fee or \$350.00, whichever is more.
14. Permit is not valid if work is not started within (48 hours) from the date of issue.
15. Normal weekday work hours on arterial or collector streets is 9:00-3:30 p.m., Public Works **must** be notified of any work scheduled on a Saturday.

Permit fee is non-refundable.