

Excavation Permit Application

Public Works



Sugar City

10 East Center Street, Sugar City, ID 83448

ajacobson@sugarcityidaho.gov

208-356-7561

Applicant / Contractor: _____ **Date:** _____.

Mailing Address: _____ **City:** _____ **State:** _____ **Zip:** _____.

Primary Phone: _____ **Email:** _____.

Excavation Address: _____ **Description:** _____.

Location of Excavation: Street Alley Sidewalk Undeveloped / Landscape area

Purpose of Excavation / What's Being Installed: _____.

Refund Recipient Name (if different from above): _____.

Refund Recipient Address: _____ **City:** _____ **State:** _____ **Zip:** _____.

ESTIMATED Construction Begin Date _____.

ESTIMATED Construction Completion Date _____.

CONDITIONS:

1. NO EXCAVATION SHALL BE MADE IN ANY CITY RIGHT-OF-WAY WITHOUT FIRST OBTAINING AN EXCAVATION PERMIT AND PAYING THE REQUIRED FEES.
2. Property owner(s) must be made aware of any work happening adjacent to or on their parcel.
3. This permit is good for 30 days or until the estimated completion date listed above.
4. APPLICANT IS TO CARRY A MINIMUM OF \$500,000 IN GENERAL LIABILITY INSURANCE (SEND CITY A COPY FOR FILING) TO COVER POSSIBLE DAMAGES THAT *MAY* BE CAUSED. BY THE EXCAVATION OR ANY ACCIDENT CAUSED BY HIS/ITS WORK.
5. Public right away fee is \$1,200 for any work that will disturb less than 30 square yards of asphalt surfacing and a \$200 portion of this fee will be retained by the city for initial inspection costs.
6. Excavation that disturbs more than 30 square yards of asphalt surface will be individually assessed by the city and additional fees will be determined. (See attachment B)
7. All utilities must be placed a minimum of 30" below the finished grade or ground level but shall not exceed 48" without permission from the city public works department. Ground level is defined as the level equal to the level of the existing barrow pit at its lowest point.
8. Applicant must notify Digline at 1800-342-1585 at least two business days in advance of the excavation date.
9. No utilities or boxes are allowed to run under or be placed in the area where the sidewalk will be placed.
10. **Applicant is also required to pothole and locate all water or sewer lines that are within five (5) feet unless approved by the Public Works Director.**
11. Applicant shall install such line at his own proper costs and expenses and shall assume all responsibility with reference to proper protection to the public by installing all necessary warning signals, barricades, and other traffic control devices to insure the safety of users of the roadway. Said devices shall conform to the current issue of the *Manual on Uniform Traffic Control Devices*. These signs shall be installed prior, during, and following construction until all roads have been properly repaired and safety concerns are addressed. It will be the responsibility of the applicant to pay additional costs for maintaining a road crossing and signing following the installation and the road being reopened
12. Existing asphalt must be saw cut before any excavation takes place and any existing asphalt damage by equipment must be repaired.

13. Excavation and backfill work is to be completed in accordance with the requirements of section 300 and 800 of the Idaho Standard for Public Works Construction (ISPWC). (See attachment A).
14. All excavation material, if acceptable for re-use shall be stockpiled or if not acceptable must be immediately removed from the site. Excavated material must be kept at a safe distance from trenches or traveled roadways.
15. All Street excavations must be backfilled with geotextile separator fabric, a minimum of 12" of approved pit run gravel, 4" of ¾ crushed gravel and a plant mix of 2 ½" of asphalt. Pit must be increased to 18" and 3" of plant mix on all heavy traffic Streets. All major and minor collectors must be backfilled with 3' of flowable fill, 4" of ¾ crushed gravel and 3" of plant mix. **NO EXCEPTIONS.**
16. Existing Pavement shall be tacked prior to new asphalt placement.
17. All asphalt patches are to be seal coated by a standard approved slurry seal, chip seal / duro patched.
18. Final repair of asphalt must be completed within 10 Calendar days of initial excavation unless approved by the Public Works Director.
19. No excavation permits will be approved from November 1st - March 1st dependent on weather or in emergency cases. Winter excavation requires temporary cold mix paving to be placed and maintained by the contractor until the final paving is completed no later than May 1st.
20. It is the responsibility of the applicant to contact the city when the project is complete and if all permit conditions are met and approved by the city then the permit fee minus inspection cost may be refunded within 30 days.
21. The city, at its discretion, may hold the permit fee for up to three hundred sixty (360) days after completion of the work. In the event there is any settling of the excavation, the permit holder will be responsible for the necessary repairs to correct the problems. In the event of the permit holder's failure to make such repairs, the city may do the repairs or have them done and retain the costs from the permit fee. If the permit fee is not sufficient, the permit holder agrees to pay the city any differences. Any overage will be refunded to the permit holder.
22. If damage to the pavement, or trench or pavement settlement should occur within one (1) year on the above described right-of-way, repairs shall be made by the applicant as directed by the City Public Works Director and at no cost to the City,
23. Each utility company and /or contractor will need to get a permit through our office for all road crossing, and any construction work that is within 9 feet of the travel surface of the road. All deposits and fees will apply. Companies that are bonded may submit a bond in lieu of cash or deposits.
24. If more than one crossing is made by an applicant during the same project or related projects the applicant may, at the discretion of the City, be required to rebuild the road section between the crossings.
25. NO road that is less than five years of age, or in excellent condition, will be cut unless the Sugar City Engineer and the Public Works Director grant permission.
26. The City reserves the right to have any and all crossings bored on any and all roads in the City. The Public Works Director or City Engineer, will review applications to approve or reject right of way permits.
27. The applicant assumes all liability for the construction within the road right-of-way and holds Sugar City harmless from any actions performed by the applicant. This liability is extended to second- and third-party liabilities that may result from work in the right-of-way, negligence of any type, and responsibility of temporary or permanent objects left in the right-of-way.
28. In any action or proceeding brought to enforce any provision of this Permit and Agreement or where any provision hereof is validly asserted as a defense, the successful party shall, to the extent permitted by applicable law, be entitled to recover reasonable attorneys' fees in addition to any other available remedy.

THIS permit shall not be valid for excavation until, or unless, the provision of Idaho Code Title 55, Chapter 22 have been complied with. PRIOR TO EXCAVATION, CALL DIGLINE LOCATION SERVICE. Telephone No. 1-800-342-1585. Digline requires 48 hours notice.

APPLICANT

SUGAR CITY:

Company

Date Permit Approved

Agent's Signature

Public Works Director

FINAL INSPECTION AFTER PROJECT WAS COMPLETED:

Inspected By

Passed Final Inspection

Date Inspected

Fail Final Inspection

Reasons For Not Passing:

(Attachment A)
Backfill Material Requirements

	3" minus	¾" crushed Road Base (Type I)
3 in.	100	
1 in.		100
¾ in.		90-100
⅜ in.		
No. 4	25-60	40-65
No. 8		30-50
No. 200	0-12	3-9

Backfill material shall meet the above gradation requirements and be placed in 12-inch maximum loose lifts and compacted to 95% of maximum density in accordance with AASHTO T 99.

½-inch Class III Plant Mix Pavement shall be compacted to between 92% and 95% of maximum density in accordance with mix design.

Asphalt surfacing must extend 1 foot beyond the trench sides in all directions or a minimum of 4 feet in width, whichever is greater. Minimum asphalt thickness shall be 2 ½ inches or equal to the existing material thickness, whichever is greater.

Final surface deviation must be within +/- ½" or less of surrounding surface conditions unless approved by the City of Sugar City Engineer.

Damages caused by the excavation must also be repaired at contractors' expense.

(Attachment B)
Cost Break down

Crossing Type	Deposit Amount	Retention Period	Refundable Amount
Boring	\$1200.00	One Year	\$1000.00
Gravel Road	\$13.00 per Linear Foot or \$1200.00, whichever is greater	One Year	Deposit total minus \$200 inspection / permit Fee.
Oil Roads	\$40.00 per Cubic foot of Asphalt or \$1200.00, whichever is greater	One Year	Deposit total minus \$200 inspection / permit Fee.