

PERMIT APPLICATION FOR EXCAVATION IN PUBLIC RIGHT-OF-WAY OR TRAVEL LANE CLOSURES

Application processing is 14 days for all Right-of-Way and shoulder work and 21 Days for full road closures.

Plans must clearly show the proposed work and must be included with the permit.

Applicant:

TOWN USE ONLY

ApplicantName: _____
Company: _____
Address: _____
City/State/Zip: _____
Phone: _____
Email: _____
ContactName: _____ Phone: _____
Email: _____
Associated Project: _____

Permit #: _____
Approval Date: _____
Expiration Date: _____
Reviewed By: _____
Inspection Completed on: _____
Conditions: _____

Address/Intersection of Work: _____
Start Date (Required): _____
Completion Date (Required): _____
Description of Work _____

Fees:

Application Fee:
Non-Refundable \$ \$50.00

General Excavation: \$ _____

Major Excavation: \$ _____

Other: \$ _____

Card Service Fee 3 %: \$ _____

Total Due: \$ _____

The Following are REQUIRED for Permit Approval: (Please Check)

- ☐ Application must be completed and signed by the party responsible for the permit.
- ☐ Copy of Traffic Control Plan attached
- ☐ Copy of Site Plan attached
- ☐ Copy of Cert of Insurance
- ☐ Plans for Work Being Completed

Are you providing As-Builts ☐ Yes ☐ No

All Permits by the applicant/or its participants must adhere to Town policy and all applicable rules, regulations and usage restrictions set forth in the Severance Municipal Code. Applicant/sponsoring organization agrees to be responsible for the conduct and control of its user group or any other individuals participating under this permit, and further agrees to be financially responsible for all damage to any Town Property and any Town installations, appurtenances, structures, utilities or improvements on, under, or adjacent to the Permitted area arising out of or resulting from applicant or its participants, including the costs of repair, restoration or replacement for such damage.

The applicant/sponsoring organization hereby agree to indemnify, defend and hold harmless the Town of Severance, its officials and employees from and against all liability, claims and demands, to the extent caused by applicant/sponsoring organization or other individuals under its supervision or control, which arise out of or relate to all use by applicant or its participants under this permit.

I certify that if As-Builts are required per this application (see above) they will be provided within 45 days of completion of project.

Applicant's Signature: _____
Printed Name: _____
Date: _____

For inspections, call Severance Public Works, 48 hours in advance. 970-632.1178 For all utility locates, call: 811.