



# STREET OPENING PERMIT APPLICATION

<b>Permit #</b>	<b>Fee:</b>	<b>Date:</b>
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Permanent Parcel #: \_\_\_\_\_ Estimated Cost of Work: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: Property Owner Name: \_\_\_\_\_

P \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Representative: \_\_\_\_\_

Contractor Add \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

(Registration, bond, and certificate of insurance required)

## 901.02 CURB CUTTING

(a) Any person desiring to have curbing cut out in any public street or highway in front of any lot of which he or she is the owner or lawful occupancy, may make application therefore to the Building Commissioner. Upon such application being made and the payment of the fee required by Section 1333.04, the Inspector shall promptly cause such curb to be cut provided that the cut can be lawfully made. The curb can only be cut in the manner prescribed by council.

(b) When curbing is cut for driveway purposes, and such driveway is to be constructed or paved, the cutting of the curb must be completed prior to the paving of the driveway.

## 901.04 PERMIT FOR STREET AND SIDEWALK OPENING; BOND OR DEPOSIT

Permission may be granted to work within the public Right of Way to work on underground utilities or to remove and replace existing pavement, curb, gutter, sidewalk, grass or landscaping, provided that the consent of the Director of Public Service is first obtained and the necessity of such work is established to his satisfaction. A fee of thirty dollars (\$30.00) shall be collected by the Building Department for each such permit application. The applicant shall also deposit monies simultaneously with the issuance of such permit as guarantee that shall backfill, roadway base, and pavement and surface restoration meets the pre-existing conditions or the City standard details (whichever is more stringent). Deposit monies will also be used for inspection costs. Deposits shall be deposited with the Building Department and be determined based on the following: One hundred fifty dollars(\$150.00) per square yard of surface pavement to be disturbed, thirty dollars (\$30.00) per lineal foot of curb or gutter cut or removed and replaced, and ten dollars (\$10.00) per square foot of sidewalk. In no case shall such deposit be less than one thousand dollars (\$1,000.00) for a curb cut or work outside of the pavement (between the curb/pavement and the Right of Way). In no case shall such deposit be less than two thousand five hundred dollars (\$2,500.00) for work within the pavement. Deposits may increase in non-typical situations where the City's exposure would not be covered by the standard deposit. Each pavement opening, curb cut or sidewalk removal requires a separate permit; however, if curb is removed and replaced as part of a contiguous road opening, a single permit is adequate.

(Ord. 2008-98. Passed ( 9-2-08.))

PERMIT FOR STREET AND SIDEWALK OPENINGS

Number of permits \_\_\_\_\_ x \$30.00 = \_\_\_\_\_

PERMIT FOR CURB CUTTING

Lineal ft. of curb or gutter \_\_\_\_\_ x \$6.00 = \_\_\_\_\_ + \$50.00 base fee = \_\_\_\_\_

TOTAL FEES \$ \_\_\_\_\_

901.04 DEPOSIT FOR STREET OPENING

Sq. yd. of surface to be disturbed \_\_\_\_\_ x \$150.00 = \_\_\_\_\_

Work within the pavement = \$2,500.00, Cub cut or work outside of the pavement = \$1,000.00 = \_\_\_\_\_

DEPOSIT FOR CURB CUTTING

Lineal ft. of curb or gutter to be removed or broken and replaced \_\_\_ x \$30.00, = \_\_\_\_\_

Per Sq. ft. of sidewalk \_\_\_\_\_ x \$10.00 = \_\_\_\_\_

901.06 ADDITIONAL DEPOSIT

Notwithstanding Section 901.01, the Director of Public Service is authorized and directed, in determining the amount of money to be posted and requiring a minimum deposit of fifty dollars (\$50.00), to require additional sums if it is necessary to do so.

TOTAL DEPOSITS (Minimum \$50.00) \$ \_\_\_\_\_

901.05 REFILLING; FINAL INSPECTION; REMEDY OF CITY FOR DEFECTIVE WORK

All street surfaces, curbs, gutters, sidewalks or the area located between the sidewalk and the gutter opened up, removed or damaged shall be replaced and repaired by such permittee under supervision of and to the satisfaction of the Director of Public Service. Upon completion of the work, the permittee shall notify the Director of Public Service of the fact of its completion and he shall make final inspection thereof. If such inspection is to the satisfaction of the Director of Public Service, he shall so notify the Director of Finance, who shall thereupon return the guarantee deposit or release the bond. If the inspection discloses a defect or unsatisfactory work that is unacceptable to the Director of Public Service, he shall notify the permittee of such defect or condition, and the permittee shall have ten days in which to rectify the same or forfeit the guarantee deposit or bond, in which case the Municipality shall thereupon complete the repair or replacement.

901.07 REPAIR OF OPENING; REFUNDS

At such time as such opening is repaired, notice of such repair shall be given to the Director of Public Service, who shall, within five days, make a full inspection and determine whether such repair is satisfactory, and if so shall return the money posted to the party posting the same. If it is determined by the Director that such repair is not in accordance with specifications, the Director shall, within five days, notify the permit holder to repair same within a period of five days. Any permit holder who fails to comply with the demand of the Director, in repairing the opening, shall be deemed to have forfeited the money posted. However, if such repair as made by the Municipality, costs less than the amount posted, then the balance remaining shall be returned forthwith to the permit holder.

901.00 PENALTY

Whoever violates any provision of this chapter is guilty of a minor misdemeanor.

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

**All fees must be in the form of company check, certified check, money order or bank card.  
We do not accept cash or personal checks.**

**Revised 11/2018**