



EXCAVATION PERMIT APPLICATION

PERMIT NO. _____ LOCATION OF WORK: _____

This Permit is for any excavation on City property. The applicant agrees to comply with the following permit requirements. Compliance shall be determined at the sole discretion of the city as deemed necessary to promote public health, safety and the general welfare. These requirements shall apply unless waived in writing by the City prior to installation.

Applicant Name: _____

Street Address: _____

City, State & Zip: _____

Telephone Number: _____

Email: _____

Contact Person: _____

1. Construction Plan. An applicant shall file a completed construction plan as an attachment to this Excavation Permit Application. The plan shall set forth the scope of the proposed work located on property. Include the exact location of all proposed excavations. All fixtures shall be clearly indicated on the plans, showing dimensions, location and appearance.
2. Written Notice. At least two (2) working days prior to the proposed excavation, an applicant shall notify One-Call for utility locations and inform the City or designate of the starting time, date, location and nature of the proposed excavation.
3. Requirements.
 - A) Construction signing shall comply with the Manual on Uniform Traffic Control Devices, most recent version.
 - B) Residents along the excavation route shall have uninterrupted access to the City streets.
 - C) All damaged areas within the right of way shall be repaired and restored to at least their former condition by the applicant or the cost of any repair work caused to be performed by the City will be charged to the applicant.
 - D) The applicant in a manner approved by the City shall correct areas disturbed during construction, which present an erosion problem.
 - E) All trenches, excavations, and utilities that are knifed shall be properly tamped.
 - F) Street and paved driveway crossings shall be bored unless otherwise approved in writing by the City. The depth below paved surfaces shall match the minimum depth of cover for the respective utility.
 - G) The contractor shall be responsible for notifying all affected customers of service outages.
 - H) Inclusion of a tracer wire on any plastic or non metallic lines.
4. Non-conforming Work. The City may halt the excavation at any time if the applicant's work does not meet the requirements set forth in the Excavation Permit.
5. Emergency Work. In emergency situations, work may be initiated by an applicant without first obtaining an Excavation Permit. However, an Excavation Permit must be obtained within one (1) working day of initiation of the work. Holidays and weekends are excluded.

6. Hold Harmless. The Contractor shall hold the City of Norwalk harmless for any damages resulting from the applicant's operations. A copy of a certificate of insurance naming the City of Norwalk as an additional insured for the permitted work shall be filed in the Public Works office prior to installation. The minimum limits of liability under the insurance policy shall be fifty thousand dollars (\$50,000.00) per person; one million dollars (\$1,000,000.00) per accident; and fifty thousand dollars (\$50,000.00) property damage per accident.
7. Permit Required. No applicant shall initiate any excavation upon property unless the applicant has obtained an Excavation Permit from the City and has agreed in writing (by signing this application) that said excavation will comply with all regulations of the City of Norwalk. Applicants agree to hold the City free from liability for all damage to any property which occurs as a result of the applicant's failure to comply with applicable regulations.
8. Permit Deviation. Any deviations from the issued Excavation Permit requires notification of the City to review the variation prior to the work being performed. Discovery or documentation of any variances not approved may result in revocation of the Excavation Permit.
9. Permit Denial. Failure to comply with corrective measures from prior permits will be due cause to deny issuance of a permit. Upon proof of satisfactory resolution of requested corrections, an applicant's request for permitting will be duly considered.
10. Deposit. Prior to the issuance of a permit, the applicant may be required to provide cash, certified check or bond, which shall stand as guarantee that the affected areas will be rebuilt and restored.
11. Utility Separation. All utilities installed shall provide adequate clearance between pre-existing utilities. Verify required clear zone with the utility provider affected.
12. Franchise Agreements. If any of the terms of conditions of this permit are in conflict with the terms or conditions contained in any current franchise agreement between the affected utility and the City of Norwalk, conditions of the franchise agreement shall govern.
13. Traffic Control. Traffic control in conformance with MUTCD (Manual for Uniform Traffic Control Devices) requirements will be provided for all excavations. Failure to provide required traffic control will result in immediate suspension of all activities.
14. Duration. Open trenches or excavations should be back filled within 48 hours. Excavations that will be exposed for longer than 48 hours require notification of the City.
15. Guarantee. All work, including surface restoration shall be guaranteed for twelve months.
16. Exemption. 135.09.13

Date: _____ Name of Company: _____

By: _____

Permit Fee: \$25.00

Permit Approval: **Permit Fee Paid** Yes _____ No _____

City Representative: _____ Date: _____

Title _____

Remarks: