



CITY OF CORTEZ
RIGHT-OF-WAY CONSTRUCTION PERMIT APPLICATION

To be attached to City-Issued ROW Permit.

Today's Date: _____

Permit Fee: \$30.00

Applications (including a Traffic Control Plan if a street is impacted) are to be dropped off at the City Service Center (110 West Progress Circle, Cortez, CO) or e-mailed to the City Inspector: droberts@cortezco.gov at least three (3) working days before construction activities are to begin.

This permit will expire 45 days from date of issuance.

- Applicant/Permittee: _____

- Mailing Address _____ Phone: _____

- Applicant E-mail Address: _____

- Work start and Finish Date: _____ to _____

- Location of Work: _____

- Description of work (type and purpose of work): _____

- Existing infrastructure that may be affected by the work (such as street pavement, gravel alleys, curb and gutter, sidewalks, utilities):

- List of Subcontractors: _____

- Estimated Trench Dimensions: _____ x _____ = _____ sq. ft.

- Trench Dimensions for City Patch Back - see #3 (measured by City) _____ x _____ = _____ sq. ft.

Sketch of Location: (Printed Google map preferred). (Sketch map must include: frontage of lot along road/alley, address, closest intersection, north arrow, and distance from centerline of road to the proposed work area, dimensions (height and width) of work area, and other information of importance)

GENERAL CONDITIONS OF ISSUANCE

1. **ROADWAY BACKFILL:** In roadways, alleys, and driveways, the backfill shall be a CDOT Class 6 aggregate road base material as approved by the City Inspector to the top of the existing subgrade. Proper moisture conditioning and compaction will be required as needed to obtain 95% relative compaction based on the Modified Proctor (ASTM D1557) for the trench backfill material. **Lift depths shall not exceed eight (8) inches.** The City may require the contractor to conduct a compaction test at the Inspector's discretion.
2. **NON-ROADWAY AREAS BACKFILL:** Soil compacted to 90% of the Modified Proctor density may be placed on non-roadway areas. Soil used for backfill in trenches will not contain particles greater than 6 inches (6") in diameter.
3. **SURFACED ROADWAY REPLACEMENT:** The City of Cortez will patch back the roadway trench with hot-mix asphalt based on a square foot price of \$8.00/sq.ft. with no prep-work needed or \$11.25/sq.ft. if prep-work is needed and invoice the APPLICANT (If patch-back cannot wait until hot mix is made at the local mix plant, a cold-mix patch will be used at a price of \$10.00/sq.ft. with no prep-work needed or \$13.75/sq.ft. if prep-work is needed). The Applicant hereby agrees to pay the City upon receipt of said invoice for this patch work.
4. **INSPECTIONS:** Contractor is responsible for scheduling an inspection prior to any concrete pour, patch back, or utility connection. To schedule an inspection, call the 24-hour inspection hotline at 970-564-4071. The inspection line is checked each morning, once a day at 8:00am. Please leave your name, call back phone number, permit number (example: ROW22-000011), construction site address, type of inspection wanted, and the time and date that you would like the inspection. Please call the City Service Center at 970-565-7320 or e-mail at droberts@cortezco.gov if you have any questions.
CONSTRUCTION WITHOUT INSPECTION IS SUBJECT TO REJECTION.
5. **CALL BEFORE YOU DIG: CALL UNCC @ 811 or 1-800-922-1987 FOR LINE LOCATES BEFORE YOU DIG.** All utilities must be located prior to performing any excavation activities. Due to the new 811 Legislation (Colorado Senate Bill 18-167) if any project includes all of the following: a construction contact with a public entity, horizontal construction not primarily construction of buildings, and an excavation footprint exceeding two feet in depth by one thousand feet or ANY utility boring; the design engineer must conduct a Subsurface Utility Engineering (SUE) request. **When directional boring is required, all utilities must be pot-holed prior to bore.**
6. **TRAFFIC CONTROL:** The contractor shall submit a traffic control plan completed by a certified Traffic Control Supervisor for review by the city. Plans shall follow 2009 MUTCD standards and show details of the work zone and nearest intersecting streets. Any equipment, obstructions, or open excavations after sunset must be barricaded with lighted barricades. If a street is to be closed, the contractor must notify police and fire departments for emergency routing.
7. **EXCAVATIONS:** No excavation may occur underneath the existing sidewalk or curb and gutter. The Contractor shall sawcut and remove curb, gutter, and sidewalk at nearest control/construction joint for any underground excavation directly beneath the curb and gutter. The contractor shall pour back curb, gutter, and sidewalk upon completion of construction where applicable. All saw cuts shall be in square, 90° corners, where any excavation occurs. See the City of Cortez 2009 Construction Design Standards Section 2.4.1. for further information. All trenches and excavation shall conform to applicable federal, state, and local safety regulations and shall be barricaded to protect the general public. OSHA regulations for trench safety shall be adhered to. Open trenches are not allowed overnight without prior approval of the City.
8. **STREET DAMAGE:** Permittee is responsible for protecting streets and other City property from damage. No clefted or tracked equipment shall work on any pavement without mats or other protective measured adequate to prevent damage. Damaged surfaces must be repaired by the permittee at their expense.
9. **CUTTING PROHIBITION:** The City's basic policy is that no pavements shall be cut for a period of two (2) years after the pavement has been constructed and/or reconstructed for structural rehabilitation and that cutting of any paved road is discouraged. Un-trenched construction methods such as pushing, boring or bore-pulling must be explored on all paved road crossings regardless of the condition of the road pavement. A current list of road segments affected by this prohibition will be supplied to the utilities/contractors upon request. All pavement cuts within the two (2) year period will require a variance from the City. Provisions for pavement cuts shall be evaluated by the City Inspector on a case-by-case basis and may include but not be limited to an impact fee or full width patching. Situations in which pavement cuts may be allowed include: (1) Cutting of a roadway that is scheduled to be overlaid, reconstructed, or chip sealed within the next year; (2) Cutting adjacent to an existing pavement patch; or (3) Longitudinal utility installations that must connect to existing facilities that are within the existing pavement. (4) Emergency situations affecting the safety, health and welfare of the general public. Every alternative engineering plan shall be exhausted prior to requesting permission to open-cut pavement on City-maintained paved roads. It is the intent of the City to document the quality of its streets: until this is completed, roadways will be evaluated individually. Contractors/Utilities will make every effort to use un-trenched crossings where three (3) or less conduits are required at the road crossing. Wherever an open cut is required, the utility requiring the cut shall contact all other utilities in the area to inquire about their need to use the trench while it is open. Where cutting of the pavement is not allowed, pushing, boring and bore-pulling shall be at a minimum depth of twenty-four (24) inches for all methods of un-trenched construction. The City of Cortez may grant a variance based on ground conditions and depth conflicts with existing utilities.
10. **SPECIAL CONDITIONS:** A Right-of Way Construction Permit must be obtained prior to constructing, installing, replacing, or altering any of the following upon any right-of-way or easement in the City of Cortez: (1) driveways, (2) trenching, (3) sidewalks, (4) roadways, (5) drainage, (6) fencing, (7) alleys.
11. **REGULATIONS:** To comply with all the laws and ordinances governing the above request. To protect the public safety. To provide traffic control for work zones, per MUTCD. To provide protection of existing private property, erosion protection, and to leave the area in as good or better condition than found. To notify the utilities if their service pipes or lines are damaged or injured. Not to completely block the public street unless in an emergency and, if this condition arises, to notify the Police and Fire Departments of the City. **To be responsible for workmanship and material defects for a period of ninety (90) days prior to acceptance.**

APPLICANT:

Applicant (Print Name)

Signature

Date

APPROVAL: (For Office Use Only)

The City hereby grants permission to the Applicant to perform the work herein described and subject to the conditions of this permit.

Inspector

Date

ROW NO. _____