PO Box 128
19750 County Road 31
Gilcrest, CO 80623 (970)
737-2426
veronica@townofgilcrest.org
www.townofgilcrest.org

EXCAVATION PERMIT

Applicant's Name _____

Project Location/Purpose _____

Applicant's Phone Number _____

APPLICATION REQUIREMENTS

_____ $10.00 Application Fee

_____ Scaled engineering plans, specifications and sketches showing the proposed work in sufficient detail to permit the Town to determine the relationship of the proposed work to existing and proposed facilities within the affected property, easements or right-of-way and whether the proposed work complies with the engineering regulations, construction specifications and design standards of the Town.

_____ Certificate of insurance, in a form acceptable to the Town, showing the applicant has public liability, property damage and motor vehicle liability insurance providing coverage of not less than the sum of $200,000 per person and not less than the sum of $1,000,000 per occurrence.

_____ Certificate of insurance, in a form acceptable to the Town, showing applicant has Workman's Compensation Insurance.

_____ Signed agreement to reimburse and pay to the Town the costs incurred by the Town in connection with the engineering review and if required, applicable deposit.

_____ Copy of Section 11, Article II provided to applicant.

_____ Approval by Town Engineer

_____ Approval by Public Works

_____ Approval by Town Administrator

_____ Inspection by Town Engineer

_____ Inspection by Public Works

PERMIT ISSUANCE / CHECK LIST

_____ Coordinate with Public Works

_____ Call Public Works for Inspections - (970) 737-2426

_____ Reimbursement by applicant for Town Engineer's review received

_____ Notices made to adjacent property owners (48 hour notice required)

_____ Date when work may commence (48 hours after adjacent property owners notified)

_____ $2,000 (or higher amount, if required by the Town Engineer) cash deposit or surety bond good for one year. If applicant is a public entity, a letter of responsibility will be accepted in lieu of deposit or bond. If higher amount is required, it will be $_____.

_____ Permit duration will be for the following: _____

_____ Date cash deposit or surety bond to be returned to applicant (one years from completion).