



PO Box 128  
304 8<sup>th</sup> Street  
Gilcrest, CO 80623  
(970) 737-2426  
(970) 737-2427 fax  
www.townofgilcrest.org

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## EXCAVATION PERMIT

Applicant's Name \_\_\_\_\_

Project Location/Purpose \_\_\_\_\_

Applicant's Phone Number \_\_\_\_\_

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### 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.

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\_\_\_\_\_ Approval by Town Engineer

\_\_\_\_\_ Inspection by Town Engineer

\_\_\_\_\_ Approval by Public Works

\_\_\_\_\_ Inspection by Public Works

\_\_\_\_\_ Approval by Town Administrator

## 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).