



**APPLICATION for Right-of-Way Occupancy, Excavation and Utility Construction
Permit**

Town of Superior
 Department of Public Works and Utilities
 124 E Coal Creek Drive
 Superior, Colorado 80027
 303-499-3675x110
 alexb@superiorcolorado.gov

Name of Business: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____
 Office Phone #: _____ Email: _____
 Field Contact Name: _____ Field Contact Phone: _____

Specific Location of Proposed Work: _____

Purpose of the Proposed Work: _____

Proposed Sub-Contractors: _____

Restoration Required: _____

Dates of Construction: _____ Work Days Required including Restoration _____

Proposed Hours of Work: _____

Contractor's cost of construction				
<i>This is used to calculate the value of the Performance Guarantee (see Contractor's Checklist). Include all materials and stormwater BMPs. Use additional sheets if necessary.</i>				
Item Description	Quantity	Unit	\$/Unit	Total
<i>i.e. Silt Fence</i>	<i>100</i>	<i>LF</i>	<i>.50/LF</i>	<i>\$50</i>
Total				

The undersigned, representing the applicant, acknowledges that the applicant will be the Contractor performing the work, the applicant acknowledges that he/she is in compliance with all other permits issued by the Town, the applicant will not allow any other applicants to work under this permit, and the applicant is not delinquent in any payment due to the Town for prior work. Work hours are Monday-Friday, 7 AM – 5 PM, unless otherwise notified.

Owner/Contractor Signature: _____ Date: _____



Town of Superior
Right-of-Way & Public Improvement Permit
Fee Schedule

Project Name

This is used to calculate the ROW permit fee.

Notes:

1. Work Started Without Permit: 2x Subtotal Permit Fee.
2. Expedited/Emergency Permit: 2x Subtotal Permit Fee.
3. Reinspection fees will be \$100 per occurrence.
4. \$100 per hour (2.5-hour minimum) for after-hours and weekend inspections.
5. Erosion control inspections shall be performed by the contractor. If inspections have not occurred to the satisfaction of Town staff, the Town will perform the inspections at a cost to the contractor of \$80 per hour.
6. Permit review fees are due prior to permit issuance.

Permit Fee Subtotal \$

Permit Review Fee (50% of Permit Fee Subtotal) \$

Total Permit Fee (10-32-2211) \$

Expedited/Emergency? (Double Fee)

No **Yes**

Item	Unit Cost	Unit	Quantity	Size	Depth	Cost
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Base ROW Permit Fee	\$ 75.00	EA				
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Landscape Disturbed

Landscape Disturbed	\$ 0.05	SY				
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Dry Utility

Directional Bore	\$ 0.25	LF				
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Open Trench	\$ 0.75	LF				
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Aboveground Facility	\$ 5.00	EA				
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Vault/Handhole	\$ 5.00	EA				
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Bore Pit in Pavement	\$ 10.00	EA				
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Bore Pit in Landscape	\$ 10.00	EA				
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Pothole in Pavement	\$ 10.00	EA				
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Pothole in Landscape	\$ 10.00	EA				
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Sleeve Occupancy	\$ 0.14	LF				
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Sanitary Sewer

Pipe	\$ 1.00	LF				
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Underdrain	\$ 1.00	LF				
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Manhole	\$ 40.00	EA				
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Service	\$ 12.00	EA				
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Sanitary Sewer Main Connection	\$ 75.00	EA				
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Potable Water

Pipe	\$ 1.00	LF				
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Valve	\$ 5.00	EA				
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Fire Hydrant	\$ 15.00	EA				
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Blow Off	\$ 5.00	EA				
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Service	\$ 12.00	EA				
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Potable Water Main Connection	\$ 75.00	EA				
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Meter Pit	\$ 15.00	EA				
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Vault	\$ 15.00	EA				
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Reuse Water

Pipe	\$ 1.00	LF				
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Valve	\$ 5.00	EA				
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Blow Off	\$ 5.00	EA				
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Service	\$ 12.00	EA				
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Reuse Water Main Connection	\$ 75.00	EA				
Meter Pit	\$ 15.00	EA				
Vault	\$ 15.00	EA				
Storm Drainage						
Pipe	\$ 1.00	LF				
Inlet Structure	\$ 40.00	EA				
Outlet Structure	\$ 40.00	EA				
Earth Channel	\$ 0.19	LF				
Detention Water Quality Pond	\$ 0.08	SY				
Manhole	\$ 40.00	EA				
Trickle Channel	\$ 0.25	LF				
Roadway Edge Drain	\$ 0.10	LF				
Hardscape						
Concrete Cuts		EA				
Sidewalks	\$ 0.25	LF				
Curb and Gutter	\$ 0.25	LF				
Crossspan	\$ 50.00	EA				
Handicap Ramp	\$ 50.00	EA				
Drive Cut	\$ 50.00	EA				
Base Prep	\$ 0.20	SY				
Asphalt	\$ 0.20	SY				
Concrete	\$ 0.20	SY				
Pavers	\$ 0.20	SY				
Trench Patch	\$ 7.00	LF				
Asphalt Patching: > 5 years old	\$ 0.20	SY				
Asphalt Patching: < 5 years old	\$ 27.00	SY				
Asphalt Patching: < 2 years old	\$ 500.00	EA				



Contractors Checklist

Right-of-Way and Utility Construction Permit

Date Received _____

Initials _____

Any contractor doing work in the Right-of-Way must obtain a ROW permit. General contractors are responsible for obtaining the ROW permit on behalf of subcontractors.

Please use this checklist to expedite the issuance of your permit. Questions may be directed to the Public Works Department at (303) 499-3675.

****REQUIRED FOR ALL PERMITS**

****Certificate of Insurance**

A Certificate of Insurance listing the Town of Superior as “additional Insured” shall be provided to the Town of Superior, and shall be completed by the applicant’s insurance agent as evidence that policies providing the minimum required coverage, conditions, and minimum limits are in full force and effect, and shall be reviewed and approved by the Town of Superior prior to issuance of a permit.

General Liability Insurance with a minimum of combined single limits of SIX HUNDRED THOUSAND DOLLARS (\$600,000.00) each occurrence and ONE MILLION DOLLARS (1,000,000.00) aggregate shall be required for issuance of a permit.

****Itemization of Total Cost of Construction**

Provide a detailed construction cost estimate for the work that will be performed under this right-of-way permit, including erosion control measures and stormwater BMPs. Do not include costs for private improvements being installed within the right-of-way.

****Deposit and Security**

All permits shall be accompanied by an irrevocable letter of credit or performance bond for an amount equaling a minimum of 110% of the total cost of the public portion of the project, including stormwater BMPs, to guarantee performance completion standards. The letter of credit or performance bond shall be valid for a period of 1 (one) year from the date of probationary acceptance by the Town. Scans, photocopies, or faxes shall not be acceptable. The amount may be reduced at Town staff discretion, following payment of inspection fees and final approval from the Town.

****Construction Plans**

Please provide construction plans with the following information:

- a. The applicable public right-of-way and any intersecting streets, trails or sidewalks within 300 feet thereof;
- b. The existing utilities;
- c. The public right-of-way to the back of the curb;
- d. The existing landscaping;
- e. The existing irrigation and drainage facilities; and
- f. Detail of the proposed work.*Construction Schedule

****Construction Schedule**

Please include a detailed construction schedule which includes time frame for traffic control, construction, inspections, testing, and restoration work.

****Permit Fee**

Permit Fee shall be based on the Town of Superior Fee Schedule. Permit fee shall include plan review fees, grading permit fees, inspection fees, restoration fees, and other fees as required by the Town of Superior Municipal Code. For a fee estimate, please view the Town of Superior Fee Schedule or contact Town of Superior Public Works & Utilities Department.

Submittals and Mix Designs

Any products or materials used on the project will require submittals. Provide cut sheets, diagrams, mix designs, and/or drawings of each for review and approval. Allow 5-7 working days for review of submittals. These typically come from the manufacturer or supplier.

Traffic and Pedestrian Control Plan

A detailed traffic and pedestrian control plan that complies with the requirements of the Manual of Uniform Traffic Control Devices (MUTCD, Latest Revised Edition) shall be submitted to the Town of Superior Public Works & Utilities Department for review and approval. Traffic control plans shall be site specific and show signs, barricades, cones, tapers, spacing, driveways, paths and walks along with any other pertinent information. Include the number of work days as well as the specific hours of the proposed work. Pedestrian control shall comply with the requirements of the Americans with Disabilities Act. Generic traffic control plans may not be accepted.

State of Colorado Construction Stormwater Discharge Permit

Please reference the Colorado Department of Public Health and Environmental (CDPHE) website at <http://www.cdphe.state.co.us/wq/permitsunit/construction.html> for information regarding Construction Stormwater Permits that may be required for the work.

Construction Water and Meter Use

Any use of construction water or water from a fire hydrant requires a Construction Water and Meter Use permit from the Utility Billing Department. The contractor is responsible for contacting the utility billing office on or before the first of each month with the current construction water read. The contractor will be billed monthly while the meter is in use, including monthly base charges and usage charges. Please refer to the Construction Water and Meter Use Application for more information.