



CITY OF VALLEY CITY VALLEY CITY PUBLIC WORKS EXCAVATION PERMIT

Permit # _____

APPLICATION FEE: \$50

DEPOSIT: \$600

Applicants must submit a permit application no less than seven (7) days before excavation work begins. Emergency excavations may proceed only with the approval of the Street Superintendent.

Applicant: _____ Date: _____
(Business Name)

(Street Address) (City) (State) (Zip Code)

Contact Name: _____ Phone Number: (_____) _____

Reason for Excavation: _____

Location of Area to be Excavated¹ _____

1 Attach additional sheets if necessary. Must include names and addresses of owners of properties adjacent to area to be excavated.

Will streets and/or sidewalks be closed? YES NO. If yes, alternate traffic route: _____

Excavation material removed Soil Curb Pavement Sidewalk Gutter Other: _____

Contractor name _____ ND Contractor Lic. No. _____

Previous excavation experience YES NO Location(s): _____

Date excavation work will begin _____ Date to be completed (within 30 days of start date): _____

TERMS & CONDITIONS

The issuance of the permit does impose upon the holder thereof the following duties and responsibilities

1. I agree that all work described shall be performed under the supervision of the City of Valley City Engineer or other individual designated by the City Administrator. All such work must be inspected to ensure compliance with applicable plans and specifications. Excavation cuts must be inspected prior to and after filling.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. I agree that permit holder or contractor will notify the Public Works Office at 701-845-0380 at least 24 hours prior to the time that excavation repairs will be done.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. I agree to call Public Works Superintendent to get inspection prior to backfilling.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. I agree that any disturbed surface or subsurface shall be restored to as good a condition as it was prior to excavation. If the area is not returned to its former state by the completion date specified above, as determined by the City Engineer, the city will complete the work, the deposit will be applied to the costs thereof, and the balance shall be refunded. If such deposit is not sufficient to cover the costs the permit holder shall be liable to the City for the difference.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. I agree that permit holder is not only liable for the full cost of such repairs, but shall further hold the City harmless from any and all injuries or damages resulting from any excavations and repairs. It is the duty of the permit holder to place and maintain barriers, lights, flares, other warning devices, and signage for the safety of the public.	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. I agree that permit holder shall take all appropriate measures to minimize inconvenience to the occupants of adjacent property.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. I agree to be bound by the terms and conditions of this permit and all applicable state and local laws including Chapter 15-06 of the Valley City Municipal Code.	<input type="checkbox"/> Yes <input type="checkbox"/> No

CERTIFICATION

I _____ **certify that all information, statements, and affirmations contained**
(NAME of APPLICANT)
in this application and all accompanying documents are true and correct.

Dated this _____ day of _____, 20____

_____ Title

IN ADDITION TO ANY STATEMENT, EXPLANATION OR OTHER DOCUMENTATION REQUIRED ABOVE, SUBMIT THE FOLLOWING WITH YOUR APPLICATION

(incomplete applications will not be processed)

____ Site Plan (V.C.M.C. § 15-06-02)

____ Proof of liability insurance (V.C.M.C. § 15-06-05)

____ Surety bond in the amount of \$30,000 for term of the permit plus one year (V.C.M.C. § 15-06-06)

FOR CITY USE ONLY

Reviewed by VCPW Office:

____ Application fee paid

____ Deposit received

____ Proof of liability insurance received

____ Bond received

____ Contractor Approved (or under existing contract with City)

Application deemed complete _____
Signature Date

Reviewed by Operations Superintendent:

____ Work will not unreasonably interfere with vehicular and pedestrian traffic, parking, and access to adjacent properties

____ Health, welfare and safety of public will not be unreasonably impaired

____ Confirmed contractor knows to call before backfilling

Recommendation Approve Deny

Based on the certified statements, required fees and deposits, and supporting documents, this permit authorizes the above-named applicant to cut, trench, or remove pavement or other surfaces on the specified city street, alley, or property.

Signature Date

Reviewed by City Engineer:

Verified work was done according to city plans and specs on _____
Date verified

Additional Notes: _____

Signature Date

PROJECT COMPLETION:

This project has been completed in accordance with applicable standards, and the deposit may be returned.

The deposit will not be returned.

Reason: _____

Date: _____ Initials: _____