



UTILITY STREET CUT PERMIT

Application submittals must include all documents on this checklist as well as this page. All submittals shall include one (1) electronic copy with all documents combined in a single PDF. Completed applications can be submitted by email to epermitcenter@adcogov.org.

If an emergency street cut was required by a public utility, the contractor must notify Adams County Public Works Department within 24 hours (720-523-6800). A permit must still be submitted and obtained for the work/repair.

Full street closures are not allowed. If impossible to avoid, approval must be obtained from the Adams County Public Works Department. Contractors are responsible for informing Adams County Communications Center (303-288-1535) of any **full** street closures.

Required Items

1. Development Application Form (pg. 3)
2. Application Fee

Fee:	Amount:	Due:
Application Fee	\$70	Upon permit issuance
Pothole	\$20 per hole	Upon permit issuance
Utility Extension	\$0.20 (Gravel Underground LF) \$0.40 (Paved Underground LF) \$0.20 (Above ground LF)	Upon permit issuance
Trenching/Boring	\$0.20 (Gravel LF) \$0.40 (Paved LF)	Upon permit issuance

3. Date of Repair:
4. Total Job Valuation:
5. Type of Work:
 Emergency Repair Scheduled Improvement Other
6. Utility Type:
 Water Sewer Gas Electric Fiber/ Communications
7. Traffic Control Plan
 - Must conform to current MUTCD standards.
 - Requires Adams County approval.



7. Site Plan:

- Location of work/repair
- Placement method (i.e. road bore, trench, above ground)
- Horizontal lengths (linear feet)
- Dimensions of street cuts
- Number of potholes

Total length of trench/bore under gravel or dirt (LF)	
Total length of trench/bore under concrete or asphalt (LF)	
Total length of utility (LF)	
Total number of potholes/test bores	

8. Contractor Certificate of General Liability Insurance and Bond

- Must meet minimum insurance requirements (pg. 6)

Supplemental Items (may be requested after initial review)

9. Construction Plans:

- Must be signed and stamped by Licensed Professional Engineer
- Asphalt patches must meet or exceed the ADCO Trench Patching Detail



DEVELOPMENT APPLICATION FORM

Application Type:

<input type="checkbox"/> Access/Culvert	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Utility Street Cut
<input type="checkbox"/> Stormwater	<input type="checkbox"/> Oversized Load	<input type="checkbox"/> Other: _____

PROJECT NAME:

APPLICANT/ OWNER

Name(s): Phone #:

Address:

City, State, Zip:

2nd Phone #: Email:

CONTRACTOR

Name(s): Phone #:

Address:

City, State, Zip:

2nd Phone #: Email:

EMERGENCY CONTACT

Name(s): Phone #:

Address:

City, State, Zip:

2nd Phone #: Email:

DESCRIPTION OF SITE

Address: City, State, Zip:

Tax Assessor
Parcel Number:

Project
Description:

I hereby certify that I am making this application as owner of the above described property or acting under the authority of the owner (not applicable to County Right-of-Way). I am familiar with all pertinent requirements, procedures, and fees of the County. I understand that the Application Review Fee is non-refundable. All statements made on this form and additional application materials are true to the best of my knowledge and belief.

Printed Name:

Date:

Signature:

County Use Only
Date Received:

Staff Initials:

GENERAL PROVISIONS

1. All construction shall follow Adams County Development Rules and Regulations, and all applicable state and federal regulations and laws.
2. All pavement repairs shall be made in accordance with the Adams County Development Standards by the Permittee. Permittee shall also be responsible, when applicable, for any repairs necessary that are caused as a result of the work associated with this permit. The maintenance responsibility of work repairs shall be an obligation of the Permittee for a period of one year following Final Acceptance by Adams County.
3. Permittee shall be responsible for safety measures sufficient to protect the traveling public from any harm during execution of this permit. The Permittee shall provide the Adams County Traffic Section a Method of Handling Traffic (MHT) for review and approval prior to a permit being issued.
4. Permittee's facilities shall be placed in a location mutually agreed upon by the Permittee and Adams County and in accordance with the details and specifications shown on the approved construction plans. Permittee understands that Adams County may need to maintain, replace, modify or improve County facilities in the Right-of-Way in which Permittee's facilities are located. In the event that any such Adams County activities occur in the Right-of-Way, Permittee shall be solely responsible for re-locating, at Permittee's sole cost, facilities that Adams County determines need to be re-located. Adams County shall give 30 calendar days written notice when it determines facilities need to be re-located.
5. Permittee shall inform Adams County of construction methods, equipment and operational procedures that will be utilized. If the proposed methods, equipment and operational procedures are not in compliance with Adams County standards, policies, and procedures then the Permittee must make the appropriate changes to get the proposed plan into compliance.
6. Permittee shall advise Adams County 24 hours prior to construction excluding weekends and holidays and shall notify Adams County a minimum of 12 hours in advance if this date is changed.
7. Clearing of trees, bushes and other vegetation shall be held to the minimum required for construction and safety.
8. The Permittee shall provide to Adams County, documentation showing the location and installation of Erosion and Sediment Control details as required.
9. Permittee shall return the Right-of-Way to its original condition as near practicable and shall remove all rubbish and debris following completion of construction and before final inspection by the County. This includes the replacement of any facility as designated by the County Inspector, including but not limited to road striping, reflectors and delineators. If final inspection determines that additional corrective measures are necessary, corrective measures shall be initiated and completed within 30 calendar days.
10. Permittee will begin any and all work associated with this Permit within 6 months of the date of its issuance, or the Permit will be closed out and a new Permit and fee will be required.

You must e-mail our Construction Inspection division at ConstructionInspections@adcogov.org 24 hours prior to starting construction and also after completion.

By signing below, the undersigned, representing the owner of the facilities and Permittee, agrees to hold the County of Adams harmless from any and all claims which may arise from the construction and maintenance of the Permittee's facilities covered by this Permit, except as the same may result from, or arise out of any neglect of said County, its employees or its agents. The Permittee also understands and verifies that he/she has read and understands all of the foregoing provisions, and that by virtue of his/her signature, the Permittee is bound by and agrees to comply with every provision in this Permit, as well as all Adams County regulations, and all applicable state and federal regulations and laws.

X _____

ADAMS COUNTY BONDING AND INSURANCE REQUIREMENTS (FOR WORK IN COUNTY RIGHT-OF-WAY)

THE FOLLOWING BOND AND CERTIFICATE OF INSURANCE MUST BE IN THE ADAMS COUNTY PUBLIC WORKS, DEVELOPMENT REVIEW PERMIT SECTION PRIOR TO THE ISSUANCE OF ANY STREET CUT PERMIT. A STREET CUT ALSO INCLUDES: TRENCHING, ROAD BORE, POT HOLING & BORE HOLING.

1. A Five Thousand Dollar Permit or License Bond*

A. Permit or License Bond will be made out to:

Adams County Public Works
Construction Management, 1st Floor, Suite W2000B
4430 S. Adams County Pkwy
Brighton, CO 80601

B. Permit or License Bond Activity: For Street Cut Excavations.

C. Permit or License Bond shall be an original and must be signed by a Principle of the Bonding Company.

D. Terms of the Bond shall be for a period of one year. Indefinite Bonds are acceptable, but Adams County must be given a notice of cancelation by the Principle of the Bonding Company.

E. Alterations of any kind on the Bond are not acceptable.

*Adams County does not have their own "Bond Form" and your insurance company's standard "Bond Form" is acceptable. Adams County will not accept cash or certified funds in lieu of the Permit Bond. The Adams County Public Works Director reserves the right to increase the amount of a bond as required.

2. A Certificate of General Liability Insurance

A. Minimum Coverage Shall Be:

Bodily Injury:	Five Hundred Thousand Dollars (500,000)
Property Damage:	Five Hundred Thousand Dollars (500,000)

B. Adams County shall be listed as the Certificate holder as follows:

Adams County Public Works
Construction Management, 1st Floor, Suite
W2000B 4430 S. Adams County Pkwy
Brighton, CO 80601

C. The Certificate shall be an original and signed by an authorized agent of the insurance company.

D. The Certificate shall show the policy number(s) and policy dates which must extend through the duration of the work in the Adams County Public Right-of-Way.

The Bond and Certificate of General Liability Insurance shall be issued to the same company or individual. The same company or individual must be the company posting the Bond and must be the same company showing proof of General Liability Insurance.

Additional information may be obtained by calling the Adams County Public Works Department, Development Review Permit Section, at 720-523-6800 or 6875.