



Town of Bayfield

1199 Bayfield Parkway

P.O. Box 80

Bayfield, CO 81122

970-884-9544

DEPARTMENT OF PUBLIC WORKS RIGHTS-OF-WAY AND PUBLIC EASEMENT USE PERMIT

(This form must be completely filled out before it will be reviewed, except for items that are boxed)

DATE: ___/___/___ PERMIT NO.: _____ EXPIRES ___/___/___

APPLICANT: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMERGENCY PHONE: _____

Start Date: _____ Estimated Completion Date: _____

- BORE STREET CUT DIRT CUT CURB CUT SIDEWALK CUT
- TRENCH POTHOLE OTHER _____

Check below which method(s) of construction will be employed for the completion of the work checked above:

Backfill and Compaction Asphalt Rotomill Other _____

Flowable Fill Asphalt Infrared (mandatory on any street surface less than five (5) years old.

WORK LOCATION: _____

DESCRIPTION OF WORK* UNDER THIS PERMIT: _____

*All work shall be in accordance with the criteria noted in the Rights-of-Way Permit Special Provisions on Exhibit A.

Total square footage of disturbance: _____ (S.F.) Estimated cost of ROW restoration: \$ _____

Licensed subcontractors (if Applicable): _____

Materials testing firm (if applicable): _____

A traffic control plan shall be submitted for all work within the Public Rights-of-Way.

___ Applicant is requesting the closure of a street during construction (a detour plan is required for review and approval).

 Closing Date _____ Opening Date: _____

___ Street will not be closed during construction.

___ A detour is required (a detour plan is required for review and approval).

___ A detour is not required.

Failure to complete the final inspection, provide relevant test results, and correct any discrepancies within 30 days of the completion date as shown above will result in forfeiture of the applicant's deposit and a revocation of the permit. Applicant must also attach an original Certificate of Insurance indicating liability coverage and workers compensation prior to the review of this permit by Public Works.

By signing this Permit, the applicant agrees to all its terms and conditions as outlined in the attached Exhibit A.

Applicant's Signature: _____ Date: _____

Approved: _____ Date: _____

(See following pages for Permit Guidelines and Inspection Procedures)

Permit Fee \$ _____

Inspection Fee \$ _____

Total Permit Fee \$ _____

(OVER)

Inspection Procedures

The Public Works Department shall inspect all construction within the Town of Bayfield Rights-of-Way or Public Easement.

To schedule inspections call the Public Works Department at (970) 884-9544 between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday. **Inspections must be scheduled a minimum of 24 hours in advance.**

Inspections required by the Public Works Department:
(additional inspections may be required at the discretion of the Public Works Department)

- Backfill/Compaction**
- Flow-fill**
- Asphalt patchback**
- Final inspection ***
- 2-year warranty**

Failure to follow these inspection procedures and provide the required testing results will result in forfeiture of the remaining Inspection Fee Deposit, and may result in additional fees being assessed.

* Rights-of-Way Permits will not be finalized until compaction and concrete test results are received and approved by the Public Works Director. All reports shall be faxed or e-mailed to the Public Works Department at (970) 884-2195. Originals shall then be mailed to:

Town of Bayfield – Public Works Department
PO Box 80
Bayfield, CO 81122

Rights-of-Way Permit Special Provisions

All public improvements are subject to compliance with the following standards used by the Town of Bayfield: (the most stringent shall apply)

Town of Bayfield Infrastructure Design Standards and Construction Specifications
Colorado Department of Transportation Standard Specifications for Road and Bridge Construction, current edition.

EXHIBIT A

Rights-of Way Permit Guidelines

1. No construction shall be undertaken without an approved Rights-of-Way or Public Easement Use Permit.
2. Rights-of-Way or Public Easement Use Permits expire 60 calendar days from date of issue (unless otherwise noted on the front of the permit).
3. Applicant shall be responsible for notifying the Public Works Director sixty (60) days prior to the completion of the two-year warranty period.
4. Street Cuts

Subgrade backfill and compaction:

- Sawcut and remove asphalt/concrete along a straight line.
- If the contractor elects to use backfill in lieu of flow-fill or ¾" washed rock, subgrade compaction test(s) will be required and results must be sent to the Public Works Director. The subgrade shall be removed to the point where competent sub-grade is encountered. *In the area from the Right-of Way line to the edge of the pavement, all trenches shall be backfilled with excavated material and compacted to ninety-five (95%) standard density and optimum moisture content as determined by AASHTO T-99, or to the density of the existing ground, whichever is greater.* The contractor will be required to schedule with Public Works for this process.

Asphalt patchback:

- Asphalt shall be placed in three (3) inch maximum lifts. The depth of the asphalt patch shall be the greater of six (6) inches or the existing depth of asphalt depth plus one (1) inch. If the infared method is not used, all edges of the asphalt shall be rotomilled a minimum of two (2) inches in depth and two (2) feet in width around the entire perimeter of the patched area.
- Any street surfaces less than five (5) years old must be repaired using the infared method unless otherwise directed by the Public Works Director.

Concrete patchback:

- For curb and gutter work, full stone removal and replacement is required. The concrete removed shall be replaced and tested in accordance with the Town criteria. For chase drain installations, and short segments of curb, gutter, and/or sidewalk, subgrade compaction and concrete tests may be waived at the discretion of the Public Works Director.
- For concrete street panel replacement, full stone removal and replacement is required, *concrete mix design and testing results will be required in accordance with the Town criteria and results must be sent to the Public Works Director for review and approval. Street panels must also be doweled in accordance with Town criteria.*

Landscape replacement:

- All damaged landscape areas shall be restored to original conditions. Non-landscape areas shall be seeded and mulched per Town criteria.

5. All traffic control shall be in accordance with the Manual on Uniform Traffic Control Devices, latest edition.

Fee Schedule

An Administrative Fee will be required for the following Rights-of-Way Use Permits:

Street Cut	\$1.50 per square foot; \$50.00 minimum
Sidewalk Cut...	\$1.50 per square foot; \$50.00 minimum
Curb Cut.....	\$1.50 per square foot; \$50.00 minimum
Bore.....	\$50.00 each, plus \$50.00 per pothole
Trenching: 5" to 8.24".....	\$0.10 per lin.ft.
8.25" to 16.24".....	\$0.15 per lin.ft.
16.25" to 24.24"...	\$0.25 per lin.ft.
24.25" and more...	\$0.55 per lin.ft.

Security Requirement

If the total construction cost of proposed Rights-of-Way permit exceeds \$2,000.00, a performance / warranty guarantee (security) will be required of the permittee in the form of a) a check or b) a letter of credit. No bonds will be accepted. The amount of security will be determined by the Department of Public Works and shall be equal to the costs necessary for total restoration of the site. The security will be held for a period of two years prior to release. (Permittee may be required to provide a detailed description of all construction costs).