



Date: _____

Permit Number: _____

CITY OF CENTRAL EXCAVATION, ACCESS, AND STREET USE PERMIT

City of Central – 141 Nevada Street, P.O. Box 249, Central City, CO 80427 (303) 582 5251

PROPERTY ADDRESS/LOCATION

Legal Owner of Property Primary Contact (check if yes)

NAME	MAILING ADDRESS
PHONE & EMAIL	CITY, STATE, ZIP

Contractor Primary Contact (check if yes)

NAME	MAILING ADDRESS
PHONE & EMAIL	CITY, STATE, ZIP
COMPANY NAME	CITY CONTRACTOR LICENSE NUMBER

SCOPE OF WORK AND DESCRIPTION OF SITE

START DATE/TIME	END DATE/TIME
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- | | |
|--|---|
| Permit(s) Required (check those applicable to project): | Fee Calculation: |
| <input type="checkbox"/> Access (non-Parkway) | N/A |
| <input type="checkbox"/> Access (Parkway) | \$1500 |
| <input type="checkbox"/> Consultant Reimbursement Agreement required | |
| <input type="checkbox"/> Street/Driveway/Culvert – see attachment | Refundable Deposit \$1000 |
| | Permit Fee \$50 |
| <input type="checkbox"/> Excavation/Street Cut/Grading | Permit Fee \$50 |
| | Size of Cut in Asphalt or Concrete ____ sq yd x \$25 = ____ |
| | Size of Cut in Gravel ____ cu ft x \$7 = ____ |
| | Size of Cut in Dirt ____ sq yd x \$25 = ____ |
| | Fee Total: ____ |

Water main shutdown required? Y/N (location) _____
Traffic Control Plans required? Y/N (date received) _____
Engineering Plans required? Y/N (date received) _____

Applicant hereby agrees to comply with the City of Central Municipal Code, approved plans, and any other ordinance, law, and regulation, and that this permit shall be invalid should a violation occur and/or correction directives not be followed. In addition, Applicant hereby agrees to comply with the conditions of this permit and approved traffic control plans and agrees to notify affected residents and businesses of street closure at least 48 hours in advance. In such case, this permit shall be deemed to be cancelled and improvements shall be made to conform with these provisions, or they shall be removed at the applicant's expense. Permittee agrees to be responsible for undue settlement for two years from the final acceptance date, or until such time as the City resurfaces the road.

Applicant Signature: _____ Date: _____

Conditions of Approval for Right-of-Way/Street Cut Permits:

1. All traffic control must meet Manual on Uniform Traffic Control Devices standards and the placement and maintenance of devices are the sole responsibility of the applicant.
2. The City reserves the right to stop any activity if the proper devices are not in place per the traffic control plan during the closure event.
3. Emergency access must be maintained at all times on the public ROW.
4. Applicant must notify all affected residents and businesses at least 48 hours in advance of a street closure.
5. Specifications of backfill material shall be provided to City and approved by City prior to use.
6. Backfill Compaction shall be tested, and results provided to City.
7. Backfill Compaction shall not exceed 6" lifts and shall be mechanically compacted to a minimum of 95% maximum density.
8. In general, for streets and alleys paved with concrete or asphalt, the top twelve (12) inches of the backfill shall be made with crushed gravel three-fourths (3/4) inch or less in diameter.
9. In gravel streets and alleys, the top eight (8) inches of backfill shall be made with crushed gravel three-fourths (3/4) inch or less in diameter.

Street/Driveway/Culvert Permit – Public Works Recommendations:

Residential neighborhood culverts are required to be 16" in diameter and 18' in length. Furthermore, an additional 2' of pipe should be at each end for landscaping and sloping of the flare on exit side. Residential Culverts should have a 1/8 per foot fall. An inspection will need to be completed at the time of prep work and again at completion of installation, before any pipe is covered.

See additional requirements and information in attachment.

STREET, DRIVEWAY, AND CULVERT PERMIT – ATTACHMENT

BASIC DESIGN POLICY AND PERMITTING

- A driveway shall be designed to provide safe ingress and egress to structures and is defined as an access serving ≤ 20 ADT's (See Section 3.2). Driveway policy and permitting shall be managed by the City.
- If an access serves more than 20 ADT's, it shall be classified as a roadway rather than a driveway and must meet the City's standards and requirements for roadway construction (See Chapter 3). A variance request must be submitted to allow more than 20 ADT's to utilize a driveway if it minimizes road cuts and/or site disturbance.
- If driveway designs meet or exceed these current Driveway Design Standards, a Colorado Licensed Professional Engineers stamp may not be necessary.
- All driveways shall be a minimum of 12' in width.
- No driveway shall be built to allow the flow of water to drain onto a City Right-of-Way.
- All driveways shall submit a Driveway Access Permit to the City (See attached Driveway/Access permit requirements and instructions).

DRIVEWAY PERMITS

Application for a Driveway Permit:

1. One (1) application must be completed for each driveway.
2. Applications must be completed and signed; incomplete applications will be denied.
3. This application must be submitted to the City before or simultaneously with a building permit application.
4. A deposit of \$1,000.00 shall be submitted with the application to insure completion of the driveway in accordance with approved plans. The deposit will be returned once the driveway has been completed by the Applicant and inspected by the City.
5. A detailed sketch of the work site must accompany the application and must show the placement of the driveway in relation to the property. The driveway shall conform with the stabilized construction access plan.
6. A driveway profile will be required. If profile shows that the driveway meets standards, the permit may be issued. If the profile shows that the driveway does not meet standards, a variance may be required.
7. A permit fee is required with the submittal of this application.
8. Once a completed application is received by the City, a site inspection will be conducted within 5 business days.
9. No work shall begin until an approved permit has been issued by the City: this application is not a valid permit and is not a guarantee that a permit will be issued. Any construction started prior to permit issuance, will result in a penalty to the property owner.
10. All construction must comply with the City of Central Standards and Specifications for Design and Construction and all requirements listed in the "Requirements" section of the application.
11. Variance requests must be engineered and stamped by a professional engineer. All requests must include written approval from the local emergency responders (IE. fire, EMS and/or law enforcement). Once variance requests have been received and reviewed by the City Engineer, they will be forwarded to the City Manager for variance approval.
12. The approved permit must accompany all building permit applications for new construction.
13. All permits expire one (1) year from date of issuance.
14. No Certificate of Occupancy will be issued by the City without a constructed driveway meeting Design Standards, including all permits, variances, fees, and any other requirements set forth in the Standards.

Requirements for a Driveway Permit:

1. Applicant must mark the centerline of the driveway prior to submitting the application.
2. Applicant is required to call for all utility locates from the appropriate agency.
3. A copy of this approved permit application shall be available for inspection at the work site at all times.

4. If work site fails inspection upon completion of construction, the property owner has ten (10) calendar days after notification to repair the work site to City Standards.
5. Photo Documentation may be required.
6. Consideration shall be given to placement of construction items such as dumpsters, portable toilets, equipment, building materials, etc. These items shall not be placed within a City Right-of-Way.

ACCESS

NUMBER OF ACCESS POINTS

Single family and duplex residences may only have one access point onto the City road system. Multi-family residential access shall be determined by information provided by the owner/developer in the Traffic Impact Study and by comments generated during the City of Central's review and acceptance of that study. Commercial property having less than one hundred fifty (150) feet of frontage and located midblock shall be limited to one access point to the street. An exception to this rule may be where a building is constructed in the middle of a lot and parking is provided on each side of the building. A second access point may be allowed for commercial property having more than 150 feet of frontage. For commercial property located on a corner, one access to each street may be permitted.

DRIVEWAY SETBACK FROM PROPERTY LINE

All edges of driveways shall be a minimum of seven feet (7') from the adjacent property line. The seven-foot (7') minimum does not apply if two adjacent lots share the same driveway. The portion of the driveway located within the side yard setback cannot be used to meet the parking requirement. Multi-family and commercial projects are encouraged to use shared driveways. Single family and duplex driveways may be placed in the side yard setback.

DRIVEWAY LOCATION AND APPROACH

Driveways shall not access roads that are greater than seven percent (> 7%) in grade. When a lot can access two different roads, driveway access shall always be onto the road with the lowest classification. Driveways connecting onto a major collector are considered a detriment to the safety and capacity of the road and will require a variance from the City. Backing onto City roads for access shall not be permitted on arterials or collector roads and is discouraged on other road classification based on site restrictions.

Driveway approaches, where the driveway is to serve as an entrance only or as an exit only, shall be appropriately signed and maintained by and at the expense of the property owner. The property owner shall be required to provide some means of ensuring that the motorists will use the driveway as either an entrance only or an exit only but not both.

STATE HIGHWAY ACCESS

Access to state highways is governed by the Colorado Department of Transportation through State Highway Access Code.

ACCESS ROADWAYS FOR EMERGENCY VEHICLES

Driveway design shall accommodate emergency vehicle access. Emergency access for large vehicles may be restricted if proper widening, overhead clearances, and surfacing are not considered in the design.

ALIGNMENT

The entrance of the driveway shall have an edge of shoulder radii in accordance with (Table 3.7.2) and entrance grades in accordance with (Table 3.7.4). The access design shall provide: minimum corner sight distance (Figure 8), minimum offset distances to other intersections (Table 3.7.3), and the maximum skew angle (Section 3.7.1).

Unless otherwise required by the City Subdivision Process, the first twenty-four feet (24') shall not exceed 5% and after the first twenty-four feet (24') the following is required for all driveways (see Figure 11):

1. A ten-foot (10') transition zone from five percent (5%) to ten percent (10%).
2. A minimum horizontal curve radius of 35' at centerline.
3. A maximum grade of ten percent (10%) on straight sections and a maximum grade of eight percent (8%) for curves with radius of < 50' at centerline.

4. If the length of the driveway exceeds 200', a turn-around shall be provided in accordance with (Figure 5).
5. When a horizontal curve turns greater than 120° the maximum centerline grade within 25' and through this section will not exceed six percent (6%).

Driveway intersections shall comply with (Section 3.7.3).

STRUCTURES

All driveways that utilize a bridge or box culvert to cross a waterway shall be designed and signed by a Colorado Licensed Professional Engineer and shall conform to the AASHTO *Standard Specifications for Highway Bridges*.

SURFACING

All driveways shall be paved. It is recommended that a geotechnical engineer should be used to recommend minimum surface depths to accommodate heavy truck access (i.e. fire trucks) or normal vehicle traffic. Driveway entrance width shall be minimized whenever possible.

Prior to a foundation inspection being performed by the Building Department, the Applicant shall install a stabilized construction entrance in conformance with the construction stabilized access plan (See Figure 10). The stabilized construction entrance shall be maintained throughout the construction period. Failure to maintain the entrance will result in the Building Department no longer performing inspection until such entrance is repaired.

DRIVEWAY CULVERTS

See Section 6.2.10 for culvert requirements. Driveway culverts shall be installed prior to on-site construction. The property owner shall be responsible for the maintenance and replacement of driveway culverts.

GRADING

See Chapter 6 for grading requirements.

REVEGETATION, EROSION AND SEDIMENT CONTROL

See Chapter 7 for requirements and the Erosion and Sediment Control for Construction Activities Guidance Handbook.

SNOW OPERATIONS

Snow storage for driveways shall be provided onsite and not permitted on City Right-of-Way (See Section 3.11). Driveway intersections should be designed and constructed with gradual side slopes when intersecting a City roadway to allow for sufficient on-site snow storage.

ABANDONED DRIVEWAYS

Any driveway which has been abandoned shall be restored by the property owner except where such abandonment has been made at the request or the convenience of the City.

UTILITY REPLACEMENT

Adjustments which must be made to utility poles, streetlights, fire hydrants, catch basins or intakes, traffic signs and signals, or other public improvements or installations which are necessary as the result of the driveway location shall be accomplished without any cost to the City of Central.

(All references are to the City of Central Standards and Specifications for Design and Construction.)