 Excavation Permit Application Permit # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City of Kirkwood

139 South Kirkwood Road

(314) 822-5822

Address of Excavation:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reason for Excavation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date: Estimated Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contractor Name: Contractor License #:

Address: City/State/Zip:

Phone: \_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

24 Hour Emergency Contact: 24 Hour Emergency Phone:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  | House | | | |  | House | | | |  |  | House | | | |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | (Grass) | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | (Pavement) | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **N** |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | (Grass) | | | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | House | | | |  | House | | | |  |  | House | | | |  |  |  |  |  |  |  |

|  |
| --- |
| Reserved for City Use |

**Label streets, show location of structures, excavation dimensions, temporary traffic control devices and any trees (public or private) within 20 feet of the work area. See Tree Protection Requirements on Notice**.

Grass: Length \_\_\_\_\_\_\_\_\_Feet x Width\_\_\_\_\_\_\_\_Feet = Square Feet:\_\_\_\_\_\_\_\_\_X $5/SF \_\_\_\_\_\_\_\_\_\_\_\_ ($250 Minimum)

Pavement: Length \_\_\_\_\_\_\_\_\_Feet x Width\_\_\_\_\_\_\_\_Feet = Square Feet:\_\_\_\_\_\_\_\_\_X $25/SF\_\_\_\_\_\_\_\_\_\_\_\_ ($750 Minimum)

**Deposit Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ($5,000 Maximum) Excavation Permit Fee $100**

I have read and understand the ordinances of the City of Kirkwood pertaining to excavations and work in the public right-of-way and hereby agree to comply with all provisions of the ordinances of the City of Kirkwood and provide all safety devices and signs to warn and protect the public. I hereby certify I have the legal right to perform such work on the private or public utilities or other facilities with the full permission and understanding of the owner. The work shall be performed in accordance with the information on this permit application and all City codes. Failure to request inspection within one year shall result in loss of full deposit.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant’s Signature Applicant’s Printed Name Date

**INSPECTIONS:**

* Contact appropriate company, department or Building Commissioner’s Office for an inspection of the utility work performed prior to backfilling.
* An initial inspection is required after the excavation has been backfilled and is ready for placement. **The Engineering Department shall be notified (314-822-5822) 48 hours prior to pavement replacement.** Deposits will be forfeited if pavement is placed without the proper inspection.
* After the work is complete, **the contractor shall notify the Engineering Department (314-822-5822) to perform a final inspection.** If the restoration passes the final inspection, the City shall release the deposit. If the restoration fails the final inspection, the contractor will be notified in order to address the deficiencies. Failure to request inspection within one year shall result in loss of full deposit.

|  |
| --- |
| **OFFICE USE ONLY**  Approved by \_\_ on \_\_\_\_\_\_\_\_\_\_ Comments: \_\_\_\_\_\_\_\_\_\_  Contractor notified by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Deposit Paid/Refund Information**:  Paid by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Refund Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_  Date requested for Final Inspection:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Final Inspection approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cost of repairs: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Amount of Deposit Refund: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date mailed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

***NOTICE TO CONTRACTORS***

Contractors performing excavations in public right-of-way shall perform work in accordance with Chapter 20 of the Kirkwood Code of Ordinances. Failure to follow these conditions will result in a Stop Work Order until conditions are corrected or a forfeiture of the excavation deposit.

**TREE PROTECTION REQUIREMENTS**

* All trees, public or private, within 20’ of the work area must be shown on the plans/sketch and protected according to Kirkwood Code of Ordinances Chapter 24, Tree Code.
* Work within 20’ of public trees will be reviewed for protection, maintenance or removal recommendations by the Urban Forester. Recommendations must be followed.
* Requests for Removal of a public tree must be approved by the Urban Forestry Commission and the City Forester.
* All work on public trees other than tree protection must receive a permit to maintain/remove from the City Forester.
* **Failure to comply with tree protection requirements will result in penalties in accordance with the Kirkwood Code of Ordinances Chapter 24, Tree Code.**

**TEMPORARY TRAFFIC CONTROL**

* A site plan shall be submitted with the permit application showing the location and dimensions of proposed excavation and temporary traffic control device placement.
* Excavation operations which reduce the traveled **lane width** to less than 10’ shall require flagmen and corresponding signage per the MUTCD, latest edition.
* If an excavation requires the closure of the entire roadway, the contractor shall submit a detour route with proposed detour signage on a City street map to the Engineering Department for approval prior to closure of the road. Minor streets may be closed during the hours of 9 a.m. to 4 p.m. All work on Kirkwood Road, Geyer Road, Dougherty Ferry Road, Woodlawn Avenue, Essex Avenue, and Woodbine Avenue shall only take place between the hours of 9 a.m. and 3 p.m.
* The contractor shall notify the Kirkwood Police Department at 314-822-5865 for road closures.
* Excavations that occur in the public sidewalk or cause the public sidewalk to be impassable shall be barricaded and “Sidewalk Closed” signage shall be placed at each block end and the excavation.
* All excavations shall be barricaded to protect the public from entering the work area.
* **Failure to properly pin, sign, and asphalt edge steel plates covering excavations open to traffic will result in the forfeiture of the excavation deposit.**

**EXCAVATION, BACKFILL AND RESTORATION**

* All excavated material shall be immediately removed from the site.
* After approval of the work, the excavation shall be filled with 2” minus crushed stone or 2” clean stone compacted in 6” lifts or flowable fill. Backfill material shall be on site and inspected by Engineering Department or Water Department when inspection of the work is performed.
* Asphaltic concrete pavement shall be full depth saw cut for a straight, square edge, 2’ larger on all sides of the excavation. A 7” thick Portland cement concrete base shall be primed and capped with a 2” thick asphaltic concrete wearing surface. Meramec sand and “C” gravel required in all Portland cement concrete**. Joints between new pavement and existing pavement shall be sealed with a polymer-based hot-poured elastic-type meeting specification requirements of ASTM D6690 Type I and/or Type II5.**
* Concrete pavement shall be replaced with Portland cement concrete to a joint or saw cut edge 2’ larger than the excavation on all sides. Meramec sand and “C” gravel required in all Portland cement concrete. **Joints between existing pavement and new pavement shall be sealed with a polymer-based hot-poured elastic-type meeting specification requirements of ASTM D1190 and/or ASTM D3405.**
* **Concrete pavement requires full panel replacement if** one or more of the following conditions exists: (1) Any arterial street less than 15 years old or any street less than ten years old; (2) any slab where the cut removes more than 1/3 of the slab; (3) any diagonal cut; (4) any slab where the proposed cut will leave the slab with three or more pieces; and (5) any trenching that transverses any arterial..
* Any pavement markings disturbed by the excavations shall be replaced to City standards.
* Parkways outside of the paved area shall be backfilled with compacted earth, fine graded, and returned to original condition by sodding. Sod shall be watered and maintained by contractor.
* Curbs shall be replaced with like material to the shape and style of the existing curbs to sawed cut straight edge or joint. Excavations within 3.5’ of back of curb will require replacement of the pavement through the curb.
* Proper restoration shall be guaranteed by contractor for 30 days after completion.

