

City of Essex Junction, VT Excavation/Curb Cut Application

Fee as per current fee schedule

Fee: **\$100.00 Major Excavation (alterations to sidewalk, curbing or road)**

\$30.00 Minor Excavation

Property description (address) for application _____

Person(s) or company performing work _____

Property Owner _____

Dig Safe # _____

Number of Excavations in R.O.W. _____

Bill to Address _____

Address _____

Day Phone # _____

Day Phone # _____

Permit reply email _____

Requested starting date: _____

Do you anticipate cutting into pavement, sidewalk, or curb? _____

Yes _____ No _____

Days for completion _____

Describe purpose and attach drawing or site plan _____

Application shall be submitted to the City a minimum of two working days prior to the requested start date, unless it is for emergency repairs and be accompanied by a Certificate of Insurance demonstrating One Million Dollars (\$1,000,000) of commercial liability insurance naming the City of Essex Junction as an additional insured. In the event of an emergency, the applicant shall notify the Essex Police at (802) 878-8331 prior to starting work and shall notify the City at 878-6950 the next business day. After receiving approval and a copy of the permit, the applicant is authorized to begin work on the approved start date shown below. The applicant is responsible for notifying dig-safe, 1-888-344-7233. Traffic control for the project is the applicant's sole responsibility. For work on class 1 and class 2 highways, the applicant shall notify the Essex Police at (802) 878-8331 at least 24 hours prior to beginning work.

If the area of the cut in the pavement is under 100 sf., the public works department will perform the repair and bill the applicant for the time and material costs (see time and materials fee schedule). If the area of the cut is greater than 100 sf., the applicant shall hire a qualified contractor to perform the repair and all materials shall comply with the City Public Work standards.

I understand that I must obtain approval to open or alter any curb cut, which serves as a driveway to any property or structure. I agree to abide by all the rules and regulations as specified in the General Regulation of Public Streets Ordinance and Land Development Code and any conditions placed upon the approval application, including the attached Excavation Permit General Requirements.

Applicant _____

Date _____

Property Owner _____

Date _____



Staff Action

Date received: _____ Approved Start Date: _____ Valid Until (30 Days): _____
Denied: _____

Conditions, if any _____

Marked out by: _____

Planning Dept Permit: Yes _____ No _____

Fee Amount:

Fee Verified:

Public Works

Approval by Public Works Yes _____ No _____
(If yes, PC approval conditions have been met)

Authorized Public Works Personnel

Date

