PERMIT FOR EXCAVATION ON PUBLIC PROPERTY IN THE RIGHT-OF-WAY
Minimum of **10** Working Days Required for Approval
Plans that clearly show the proposed work must be included with the permit.
Emergency Excavation Permits may be obtained on the next business day, with advanced notice to Engineering.

Applicant: Fill Out & Read Sections

Applicant Name: _____ Company Name: _____

Company Address: _____ City/State/Zip: _____

Email Address: _____ Phone Number: _____ License #: _____

Job Contact/Project Manager: _____ Phone Number: _____

Email: _____

Does both Contractor and all subcontractors possess licenses and endorsements to work in the Public Right-of Way? Yes_____ No_____
Subcontractor 1: _____ License#_____ Job Contact: _____
        Phone number: _____ Email: _____
Subcontractor 2: _____ License#_____ Job Contact: _____
        Phone number: _____ Email: _____
Restoration Subcontractor: _____ License#_____
   Job Contact: _____ Phone number: _____ Email: _____

Customer Work Order Number: _____
Is this a City Owned Project? Yes_____ or No_____
  If yes- Project Manager: _____
        Phone #_____

Is this for New Development? Yes_____ or No_____
  If yes- Development Name: _____
     Job Contact: _____ Phone#_____

Is this a permit for Small Cell? Yes____ No____

Cell tower address_____

Building Permit Number_____

Encroachment Permit #_____

Will this permit include any seismic testing? Yes_____ No_____

Excavation Address: _____ Start Date: _____ Final Date: _____

Purpose of Excavation: Communications_____ Electric_____ Gas_____ Sewer/Storm_____ Water_____ Other_____

Excavation: Open Cut- Asphalt(SF)_____ Concrete(SF)_____ Gravel(SF)_____ Grass/Soil(SF)_____

    Size of Open Cut: Length_____ Width_____ Depth_____ Total Square Footage_____

Excavation: Trenching- Asphalt(LF)_____ Concrete(LF)_____ Gravel(LF)_____ Grass/Soil(LF)_____

    Size of Trench: Length_____ Width_____ Depth_____ Total Linear Footage_____

Excavation: Boring- Asphalt(LF)_____ Concrete(LF)_____ Gravel(LF)_____ Grass/Soil(LF)_____

Total Number of Potholes: _____

Applicant Initials _____

Updated 2/12/2025

All Excavation permits will require a traffic control plan approved by the City of Fort Collins Traffic Department.

Applicant is responsible to notify the following departments (if applicable):

- **Traffic-** 626 Linden St., 970-221-6630, For TCP submittal & and coordination of specialized intersections
- **Utilities -** 700 Wood St., 970-221-6700, For coordination of new utilities with existing utilities.
- **Parking -** 210 E. Olive, 970-221-6617, For work in metered parking locations
- **Parks** - 413 S. Bryan, 970-221-6660, For work in the Parks system or Downtown/Oldtown
- **Forestry -** 413 S. Bryan, 970-221-6660, Working near trees, shrubs, bushes.
- **City Floodplain –** 700 Wood St., 970-416-2632, Flood, creek, and river crossing permitting

All Permits will expire 90 days from the issued date.

Applicant has read this permit and agrees to abide by the City of Fort Collins Standard Plans and Specifications and to any ordinances, special conditions, restrictions, and regulations that may be imposed by the Department of Engineering.

Applicant's Signature: _____ Date: _____

Notify your Inspector or call the Engineering voicemail at 970-416-2779 48 hours before the start of any construction in the public right-of-way.

Additional Notes for permit:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____