



**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(SF) \_\_\_

Total Number of Potholes: \_\_\_\_\_

**Applicant Initials** \_\_\_\_\_

**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:**

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