

## STREET CUT / MAIN TAPPING PERMIT

Town of Palmer Lake  
42 Valley Crescent  
P.O. Box 208  
Palmer Lake, CO 80133  
[www.townofpalmerlake.com](http://www.townofpalmerlake.com)

Office Hours:  
Monday – Thursday 7:30 AM – 4:30 PM  
Friday – 8:00 AM – 12:00 PM  
  
Phone: 719-481-2953 / FAX: 719-488-9305

THIS PERMIT IS REQUIRED FOR ANY EXCAVATION BEING PERFORMED IN THE TOWN RIGHT-OF-WAY.  
THE RIGHT-OF-WAY CONSISTS OF ANY PROPERTY OWNED BY THE TOWN OF PALMER LAKE.

**PERMIT MUST BE REQUESTED 2 BUSINESS DAYS PRIOR TO THE PROJECT START DATE AND MUST BE AVAILABLE ON SITE. TOWN STAFF MUST BE GIVEN A MINIMUM OF 24 HOUR NOTICE BEFORE PROJECT START AND MUST BE PRESENT BEFORE DIGGING COMMENCES. IN THE EVENT THE PROJECT CANNOT BEGIN ON THE START DATE, NOTICE IS REQUIRED TO THE TOWN AT THE EARLIEST POSSIBLE TIME. RESCHEDULING MUST BE DONE WITHIN 30 DAYS OR THE PERMIT WILL BE VOID AND THE APPLICANT MUST RE-APPLY AND RESUBMIT THE REQUIRED FEES.**

**FEE - \$200\*** This fee applies to the first twenty (20) feet of excavation in Right-of-Way. Additional footage will be charged at \$10.00 per lineal foot. \*The Town reserves the right to waive or reduce fees as necessary.

CHECK # \_\_\_\_\_ DATE \_\_\_\_\_ RECEIVED BY \_\_\_\_\_

Contractor \_\_\_\_\_ Phone: \_\_\_\_\_

Address \_\_\_\_\_

Has the Town been listed as an additional insured on the contractor's liability insurance? \_\_\_\_\_

Date & Time Cut/Tap is to be performed: \_\_\_\_\_

Location: \_\_\_\_\_

Reason:      Installation / Repair:

WATER \_\_\_ SEWER \_\_\_ GAS \_\_\_ ELECTRIC \_\_\_ PHONE \_\_\_ CABLE \_\_\_ CULVERT \_\_\_ OTHER \_\_\_

Applicant is required to comply with all specifications adopted by the Town of Palmer Lake. Applicant assumes responsibility for replacement of asphalt on paved streets. **All backfill will be compacted with Class 6 road base.** The road surface will be returned to equal or better than original condition. All cuts must be inspected before, during and after backfill by a Town employee. Applicant is responsible for any damage caused and will be charged time and materials for any repairs made by the Town of Palmer Lake.

In the interest of public safety and the workers involved, applicant is required to comply with standards established in the Manual of Uniform Traffic Control Devices (MUTCD) while performing any work on the streets of the Town of Palmer Lake. These standards will be implemented and supervised with the assistance of the Palmer Lake Roads and/or Police Department(s). Circumstances may require a restricted "dig time" due to the nature of the work involved, the street cut location, and/or the needs of the public and will be determined on a case-by-case basis. Applicant will supply a rough drawing of the project area on and maintain one (1) lane of traffic open at all times.

**Applicant is responsible for any failure of the street cut for 12 months following this year.**

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Applicant will use an A.W.W.A. approved tapping machine. Service parts being installed must be of Town stock or equal quality approved by the Palmer Lake Water Department.

**I have read and understand the requirements of this permit.**

Date: \_\_\_\_\_

\_\_\_\_\_  
*Applicant Signature*

**Special Instructions:**

LEAVE ONE LANE OF TRAFFIC OPEN	_____
CONES OR BARRICADES REQUIRED	_____
FLAGMAN REQUIRED	_____
SCHOOL ROUTE WORK HOURS	TBD _____
NOTIFY RESIDENCE (prior to dig)	_____

Comments: \_\_\_\_\_

Sketch attached.

Approved By: \_\_\_\_\_

PW/Roads Department \_\_\_\_\_

Date

\_\_\_\_\_

Water Department \_\_\_\_\_

Date