



CITY OF NORTH SALT LAKE
Excavation/Encroachment Permit Application

10 East Center Street
North Salt Lake, UT
(801)- 335-8726

Application Date: _____ Start Date: _____ Estimated Completion Date: _____

Permits are valid for 30 Days from the indicated Start Date (Encroachment Permits limited to 14 days)

LOCATION OF WORK _____

DESCRIPTION OF WORK _____

***CONSTRUCTION PLANS, DRAWING OR SKETCH OF PLANNED WORK IS REQUIRED FOR ALL PERMITS**

Plans Attached

TYPE OF WORK (mark all that apply) Hydro Excavation Boring Open Trench Potholing

Drive Approach C&G Saw Cut (_____ LF) with Sidewalk Replacement (_____ LF)

Curb & Gutter Replacement (_____ LF) and/or Sidewalk Replacement (_____ LF)

Asphalt Patching (_____ SF) with Surface Treatment Restoration (_____ SF, extending 1' beyond edges of new asphalt)

Encroachment: Date of placement: _____ (*Expires 14 days after the date stated on this permit*)

Temporary Dumpster Portable Storage Device Renewal Permit (max. one 14 day extension)

APPLICANT _____

(Responsible Party)

Address

Phone

Email

CONTRACTOR _____

(Company Do Work/
Dumpster/Portable Co.)

Address

Phone

Email

State License No. _____ Expiration Date: _____

ON-SITE JOB FOREMAN _____

Name

Phone

Email

The Contractor shall provide a minimum of 24 hours' notice prior to beginning any work by calling the Public Works Inspector at (801) 678-0301.

I HEREBY ACKNOWLEDGE that I have read the instructions and provisions of this permit and agree to assume all duties and obligations provided therein.

APPLICANT SIGNATURE _____

DATE _____

*** EMAIL APPROVED EXCAVATION PERMIT TO(REQUIRED): _____**

City of North Salt Lake Use Only

Public Works Approval _____ Date _____

Engineering Approval _____ Date _____

Application No.: _____ Effective Date: _____ Warranty Inspection Date: _____

Fee: _____ Bond: _____ Receipt No.: _____ Issued By: _____

Utility Bond on File

COMMENTS / REQUIREMENTS / RESTRICTIONS: _____



CITY OF NORTH SALT LAKE

Excavation / Road Cut Requirements

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1. **Excavation Permit & Agreement.** The applicant must complete the Excavation Permit form, and be familiar with the City of North Salt Lake's Standards and Specifications.
2. **Access Agreements.** This Permit is only valid for work in City right-of-ways. The Applicant/Contractor must obtain easements and/or access agreements for all work outside of the City right-of-way.
3. **Bond.** The applicant, in conjunction with their surety company, shall provide a bond in the amount of \$5,000 in paved areas and \$2,000 in unpaved areas. The bond guarantees that the excavated street or public right-of-way is restored or repaired by the applicant in accordance with City specifications. The bond shall be conditioned that the applicant shall guarantee the materials and workmanship for a period of three years from completion of such work. Reasonable wear and tear excepted at the discretion of the City Engineer.
4. **Activation/Inspection.** Activation of permit must be scheduled with the inspector 24 hours prior to commencing work, 48 hours if work is scheduled on weekends or holidays.
5. **Noncompliance in work zone.** If permit holder fails to comply with City of North Salt Lake requirements, specifications or instructions pertinent to the permit, subsequent permits may not be issued.
6. **Traffic Control Plan.** If required, the applicant shall submit a formal traffic control plan which must meet the City's approval as a condition for the issuance of the permit. (Must meet MUTCD standards).
7. **Trench Backfill.** All trench backfill material shall meet City of North Salt Lake standards. Place material at a maximum lift thickness of 8" before compaction. Backfill material shall be compacted to 95% of the modified proctor density as determined by ASTM 1557. Compaction testing may be required and shall be conducted by a certified materials testing lab at the contractor's/permit holder's expense.
8. **Flowable Fill.** Use flowable fill in excavations that are too narrow or too small to receive compaction equipment. Provide 28 day 60 psi controlled low strength material as specified in Section 31 05 15 of APWA 2012 Standard Specifications.
9. **Asphalt Saw Cut.** All excavations in roadways shall be saw cut at least 1 foot beyond the excavation in all directions to form a "T" patch. Remove additional pavement to a painted lane stripe, an existing pavement patch, or an edge of pavement if such street feature is within 2' of the second cut.
10. **Asphalt Patchwork.** All asphalt patchwork shall be done by an approved asphalt paving company. Provide full tack coat coverage on all vertical surfaces. Asphalt patch material for all roadways shall be PG 58-28 ½". Patch thickness shall be existing thickness + 1" (4" min.). Compaction testing may be required and shall be conducted by a certified materials testing lab at the contractor's/permit holder's expense. Do not patch if surface is wet or weather is unsuitable (no frost in ground, 50 degrees F and rising). Asphalt placed between November 15th and March 15th will be considered temporary and will need to be replaced when weather conditions are suitable.
11. **Cuts and Asphalt Patching in New Roads less than 5 Years or Resurfaced Roads less than 3 Years.** All new and resurfaced roads are under a "no cut" moratorium as per City Code. Under specific conditions, a road excavation permit may be issued. If an exception is granted, strict requirements exist for asphalt patching in these roads. Please see the Streets Standards Manual for requirements if applicable.
12. **Painted Traffic Lines and Markings.** Any Painted traffic lines and markings disturbed during the excavation shall be re-painted in the same location with materials meeting City standards.
13. **Storm Water Pollution Prevention.** Catch basins and storm drain inlets within 300 feet of the excavation location must be protected from dewatering, sediment, excavated materials, and general construction debris.
14. **Clean Up.** Upon completion of the excavation and patchwork the area shall be swept and returned to original condition.



CITY OF NORTH SALT LAKE

Encroachment Requirements

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1. **Length of Permit.** A permit to place a dumpster, temporary dumpster, or portable storage device shall be for an initial term of not more than fourteen (14) days.
2. **Renewal Permit.** Provided the permit applicant is in compliance with the provisions of this title and any other applicable City regulations, a renewal permit may be approved and issued for an additional fourteen (14) day period upon application and payment of the permit renewal fee.
3. **Maximum Renewal.** No more than one renewal permit shall be issued by the City for any dumpster, temporary dumpster, or portable storage device placed upon any City street.
4. **Removal.** The dumpster, temporary dumpster, or portable storage device shall be removed no later than the expiration date of the permit.
5. **Placement.** No dumpster, temporary dumpster, or portable storage device may be placed:
 - a. On any arterial or collector road in the City;
 - b. Within forty feet (40') of an intersection;
 - c. Within any prohibited or restricted area;
 - d. Nearer than fifteen feet (15') to any fire hydrant;
 - e. Within the designated travel lane of any street extending a distance of more than nine feet (9') from the curb line or edge of pavement;
 - f. To interfere with any required clear sight distance across any intersection;
 - g. To obstruct any pedestrian way or the travel lane of any public street; or
 - h. To interfere with the operation or maintenance of any public utility.
6. **Markings.** Any dumpster, temporary dumpster, or portable storage device shall have the following:
 - a. The name, address and telephone number of the dumpster, temporary dumpster, or portable storage device owner/operator displayed conspicuously on at least two (2) sides of the device;
 - b. Reflective tape shall be placed upon all four (4) sides of the dumpster, temporary dumpster, or portable storage device in such a manner as to make it visible at night;
 - c. Any dumpster, temporary dumpster, or portable storage device rollers or wheels shall be placed upon a wooden pad of at least six inches by six inches and at least three-fourths (3/4) of an inch in thickness, or on a similarly protective device in order to prevent damage to the road surface.
7. **Care.** No dumpster, temporary dumpster, or portable storage device shall:
 - a. Be loaded in such a manner as to cause its contents to spill onto any street, sidewalk, or other area intended for pedestrian travel;
 - b. Contain any hazardous waste unless pursuant to a permit for such waste issued by the appropriate governmental entity;
 - c. Emit any noxious or offensive odor; or
 - d. Otherwise create any hazard or risk to public health.
8. **Traffic Regulations.** In addition to the provisions of subsections 5, 6, and 7 of this section, the placement of any dumpster shall be in accordance with the requirements of the State of Utah Motor Vehicle Code.
9. **Damage.** If any damage or injury occurs to the asphalt, curb or sidewalk by a dumpster, temporary dumpster or portable storage device which is caused or the result of the use or occupancy of any street or road, the permittee shall be responsible and liable to restore the asphalt, curb or sidewalk to its original condition.
10. **Collection of Damages.** If the permittee refuses to properly restore the asphalt, curb and sidewalk to its original condition, the City may do so and collect the cost of the same from the permittee.



CITY OF NORTH SALT LAKE

Engineering Department
Permit Fees & Bonds

10 East Center Street
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Applicant: _____ Location: _____

Permit #: _____ Fees Determined By: _____
(Initials)

Fees (Non-Refundable)				
Application Fee (required)				\$50
<input type="checkbox"/> Encroachment Permit Only (Dumpster/Portable Storage-Max 14 days)				
<input type="checkbox"/> Boring Pit or Pothole		No. of potholes _____ x \$50 =		\$
Road Cut/Excavation (Flat fee OR \$0.25 per sq./ft.; <i>minimum fee applies</i>)				Minimum
<input type="checkbox"/> Road 3 years or less	Sq./ft. of Exc. _____ x \$0.25 =	\$	or \$500	\$
<input type="checkbox"/> Road 4-7 years	Sq./ft. of Exc. _____ x \$0.25 =	\$	or \$300	\$
<input type="checkbox"/> Road 8 years or older	Sq./ft. of Exc. _____ x \$0.25 =	\$	or \$150	\$
<input type="checkbox"/> Sealing/asphalt preservation surface restoration		Sq./ft. of patch _____ x \$0.50 = (extend 1' beyond all cut edges)		\$
Concrete, City Owned (<i>or within right-of-way</i>)				
<input type="checkbox"/> Curb & Gutter Remove & Replace		Linear feet _____ x \$1.00 =		\$
<input type="checkbox"/> Waterway Remove & Replace		Linear feet _____ x \$1.00 =		\$
<input type="checkbox"/> Sidewalk Remove & Replace		Linear feet _____ x \$1.00 =		\$
New Drive Approach Via Saw Cut				
<input type="checkbox"/> Curb & Gutter Saw Cut Only		Linear feet _____ x \$0.50 =		\$
<input type="checkbox"/> Sidewalk Replacement Only		Linear feet _____ x \$0.50 =		\$
Total Fees:				\$
Bonds (Refundable)				
Bond Indemnity (3 year warranty)		<input type="checkbox"/> Paved area \$5,000 <input type="checkbox"/> Unpaved area \$2,000		\$
Cash Completion Bond <i>(if work is only for new drive approach)</i>		<input type="checkbox"/> Curb & Gutter Sawcut \$500 <input type="checkbox"/> Sidewalk Replacement \$500		\$
Total Bonds:				\$