

Permit #: \_\_\_\_\_



**South Burlington Public Works**

104 Landfill Road

South Burlington, Vermont 05403

Tel: (802) 658-7961

Fax: (802) 658-7976

**PERMIT TO OPEN STREETS OR RIGHT-OF-WAY**

\_\_\_\_\_ requests a permit to excavate or disturb  
(Applicant) (Street)

Street, in vicinity of \_\_\_\_\_, for the purpose of \_\_\_\_\_  
(Closest home # or intersection)

\_\_\_\_\_  
(Description of Work; Attach Plans as Necessary)

This application is limited to \_\_\_\_\_ excavation(s) of approximately \_\_\_\_\_ square feet of pavement surface,  
(#)  
\_\_\_\_\_ linear feet sidewalk, \_\_\_\_\_ linear feet curb and \_\_\_\_\_ square feet of greenbelt. The area has  
been called into Dig Safe and has been issued permit number \_\_\_\_\_. A certificate of insurance from  
\_\_\_\_\_ is included with this application.  
(Insurance Company Name)

Company \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Contractor Name (if other than applicant): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

**I certify that the information provided above is accurate and I agree to the general conditions and requirements included with this permit. I understand that this permit can be revoked at any time and that work can't begin until a signed copy of this permit is received from the Public Works Director, or their designee.**

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

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

**Fee Structure:**

Permit Fee:	\$100	Pavement/Concrete Square Foot Fee:	\$22.00
Inspection Fee:	\$100	Green Space Square Foot Fee:	\$2.50
Penalty for Working in ROW Without a Permit:	\$200 plus the cost of restoration		

**General Conditions and Requirements**

Fees are required and will be paid at the time of application. Adjustments based on the square footage of impact will be made, as necessary, upon project completion. Late fees of 3% will be assessed on a monthly basis if payment is not remitted within 45 days of permit issuance. Failure to pay required fees may result in revocation of this permit. All outstanding balances must be paid by the applicant prior to the issuance of additional / future permits to open streets or Right Of Way (ROW).

The Department of Public Works shall be contacted **at least 2 business days, except for emergencies, prior to any work** so that any special conditions and inspection times for this permit can be determined.

This permit is valid for 30 days from the approval date unless otherwise indicated. All work must be restored to the satisfaction of the Director of Public Works at the end of 30 days. A new permit (and fees) will be required for work extending beyond 30 days.

No Utility, Corporation, Firm or Person shall perform any excavation work in the ROW of the city of South Burlington, in accordance with 19 V.S.A. § 1111, and any relevant city ordinances, without a permit from the Director of Public Works or his designee. All work is to comply with the latest versions of South Burlington Specifications and/or State of Vermont Agency of Transportation Standard Specifications for Construction and the Manual of Uniform Traffic Control Devices (MUTCD). The applicant shall comply with all applicable Federal OSHA and State VOSHA Health and Safety Regulations and Rules. The city may modify or revoke this permit at any time for safety-related reasons, without rendering the city liable in any way.

Before any permit is issued for excavation in the city ROW all other methods of construction must be considered. Where services are to cross the highway the connections shall be made without disturbance to the road surface, by installing the service with a method of construction that will not disturb the traveled portion of the road. Except as herein authorized, no excavation shall be made or obstacle placed within the limits of the ROW in such a manner as to interfere unnecessarily with the traveling public.

All the work herein contemplated shall be done under the supervision and to the satisfaction of the city of South Burlington. Erosion prevention and sediment control measures must be in place as necessary to prevent the discharge of sediment to the city's drainage system or surface waters. Any plans of work shall be attached to this permit for review by the Department of Public Works. If the permitted party does any work contrary to the orders of the Director or his designee and, after due notice, fails to correct such work, the permitted party shall reimburse the city for any expense incurred in correcting the work. The applicant shall warranty the work for a period of one year after its completion.

This permit authorizes an applicant to work in the city ROW, but does not grant them exclusive rights to occupy locations in the ROW indefinitely. When the city issues a utility relocation or adjustment order in accordance with law in connection with highway maintenance or construction activities, and a utility fails to move or adjust its facility within the time specified in the order, that utility shall be liable to the city for damages that the city is required to pay a contractor for delay caused by the failure.

**Permit Restrictions / Conditions:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT #: \_\_\_\_\_

\_\_\_\_\_  
Public Works Director (or their Designee)

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