



## Excavation Permit Application

**This form must be completely filled out, otherwise a permit will not be issued.**

### Contractor Information

Name Listed on ROW Bond:

Subcontractor Name: *(if applicable)*

On-Site Contact Name:

On-Site Contact Number:

Emergency Contact Name:

Emergency Contact Number:

**CONTRACTOR NOTE:** All contractors performing work within the right-of-way shall have a current Right-of-Way Construction Bond on file with the City of Waterloo. Bond applications may be obtained through the Engineering Department or City website. All applicants must adhere to the City of Waterloo ordinance and comply with all of their requirements. Permit fees and City repair charges will be billed on a monthly basis by using a fee schedule approved by the City of Waterloo Council.

### Excavation Information

**Please submit a map or plan set showing all work to be completed.**

Address of Excavation:

Anticipated start date:

Anticipated completion date:

**Get your locates from the Iowa One Call Notification Center online or by calling 811 prior to digging.**

Type of Work: <i>(check all that apply)</i>	New	Repair	Disconnect	Boring	Coring	
Communication	Electrical	Gas	Water	Sanitary Sewer	Storm Sewer	Drain Tile

**Please call the Building Department at 319-291-4319 for any additional building permits.**

Who will be completing permanent repairs? Contractor City of Waterloo

Location of Excavation: *(check all that apply)* Other:

Rock	Concrete	Asphalt	Alley
Street	Driveway	Sidewalk	Dirt/Grass

Do you anticipate total closure of the roadway? Date closed: Date opened:

All traffic control, barricading, and worksite protection must be set up in accordance to City specifications and the MUTCD.

**You must notify the Engineering Department and the following agencies of ALL road closures PRIOR to closing any street.**

Black Hawk County Dispatch	319-291-2515		
MET Bus Service	319-234-5714 Ext. 101 or 110	C.Ernst@METTransit.org	D.Sturch@METTransit.org
Waterloo School District	319-433-1838	KellyZ@WaterlooSchools.org	

**NOTE: It is required to place a temporary cold patch on all hard surface repairs. Rock temporary patches are NOT allowed. Contractors requesting permanent repairs to be completed by the City of Waterloo must notify the Engineering Department after the excavation has been completed.**

Description of Work:

**Call the Engineering Department at 319-291-4312 to request an inspection.**

Contractors are required to call the Engineering Department to set up an inspection PRIOR to backfilling any excavation. Additionally, all excavations requiring permanent pavement repairs will be required to call for an inspection PRIOR to placing concrete or asphalt patches.

**SUBMIT THE APPLICATION**

Submit using the link above or email the permit application to [ExcavationPermits@Waterloo-IA.org](mailto:ExcavationPermits@Waterloo-IA.org)

## Excavation Information for Additional Locations

Address of Excavation:

Anticipated start date:

Anticipated completion date:

Type of Work: *(check all that apply)*

New

Repair

Disconnect

Boring

Coring

Communication

Electrical

Gas

Water

Sanitary Sewer

Storm Sewer

Drain Tile

Location of Excavation: *(check all that apply)*

Other:

Rock

Concrete

Asphalt

Alley

Street

Driveway

Sidewalk

Dirt/Grass

Do you anticipate total closure of the roadway? Date closed:

Date opened:

Who will be completing permanent repairs??

Contractor

City of Waterloo

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