



CITY OF ST. JAMES
**APPLICATION FOR PERMIT FOR PLACEMENT OF BURIED UTILITIES ALONG
OR UNDER CITY STREETS**

OFFICE ONLY: Date Received _____ *By (initial):* _____ *Permit #:* _____

Name of Applicant: _____ Phone: _____

Applicant Address: _____

Contact Person Name: _____ Phone: _____

1. Nature of work: _____

Type of surface to be disturbed (gravel, bituminous, etc.): _____

If surface is not disturbed, is road right of way to be disturbed? _____

2. Location: _____

Are you providing a detailed map/plan (required for large projects): _____

3. Size and kind of pipe/wire/conduit: _____

Depth from surface: _____

Number and size of excavations: _____

4. Method of installation or construction: _____

5. Work to start on or after: _____

6. Approximate time necessary to complete work: _____

7. Will detouring of traffic be necessary? _____

If yes, please describe: _____

I/We the undersigned, accept the terms and conditions of this permit. I/we agree to fully comply with the regulations of the City of St. James, including the attached Standard Construction Specifications to the satisfaction of the City of St. James.

Dated: _____ Applicants Signature: _____

AUTHORIZATION OF PERMIT

Permit not valid unless bearing signature and number.

In consideration of their agreement to comply in all respects with the regulations of the City of St. James, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with the special conditions and specifications attached hereto. Issuance of this permit is conditioned upon restoration and replacement of roadway, boulevard and all other disturbed surfaces to a condition equal to or better than that which existed prior to the work. Such surface restorations shall be completed within two weeks of the completion of the underground utility excavations, unless it is a multi-year projects. For multi-year projects, restoration must occur at the completion of each phase of the project as verbally agreed upon with city staff.

City of St. James

Dated: _____

Bond required? Yes No

By: _____, Street Department

Comments: _____

By: _____, Water Department

Comments: _____

By: _____, Light Department

Comments: _____

CITY OF ST. JAMES
STANDARD CONDITIONS AND CONSTRUCTION SPECIFICATIONS FOR
PLACEMENT OF BURIED UTILITIES ALONG OR UNDER CITY STREETS

- A. Gopher State One-Call Agency shall be notified at least 48 hours prior to any excavation work (1-800-252-1166).
- B. All excavations activities must be in compliance with all applicable OSHA requirements.
- C. Existing bituminous and concrete pavement and concrete sidewalk, driveway and curb and gutter sections removed shall be disposed of at an approved disposal site.
- D. The trench excavation under the street and curb and gutter shall be backfilled with suitable backfill. The boulevard and lawn areas may be backfilled with excavated material compacted to prevent any future settlement.
- E. The street and curb and gutter shall be restored to the original or better condition.
- F. The replacement cross section shall be constructed equal to or thicker than the in-place section.
- G. Removal of existing pavements, curb and gutter, and sidewalks shall be removed at joints and/or by sawing to provide a clean straight edge.
- H. Applicant is responsible for avoiding and corrected any damage to other property and shall coordinate its work and the location of any improvements, both before and during the work, with the City of St. James, other utility owners, and private property owners.
- I. All excavation and backfilling should be completed as necessitated by local subsurface conditions to prevent settlement in finished surfaces. Use granular materials where native materials cannot be compacted to avoid future settlement.
- J. All work shall be completed to avoid discharge of sediment and other deleterious materials into public or private storm or sanitary sewers. Applicant shall use Best Management Procedures, including all appropriate erosion control devices necessary to protect sewers and surface waters from illicit or prohibited discharges. Failure to protect sewers and surface waters shall be grounds for the City to stop work, rescind this permit and require other corrective actions by the applicant.
- K. Issuance of this permit does not convey a permanent easement or unlimited license to use public right-of-way for the applicant's facilities. In accordance with and subject to any laws, agreements, franchises or other applicable rules, the City of St. James reserves the right to require relocation or removal of applicant's facilities as may be necessary to operate, maintain or improve City's infrastructure.
- L. If restoration is not completed by the contractor, the city will perform the work and bill the contractor for all maintenance expenses incurred, plus a forty (40) percent upcharge.
- M. One time jobs for individual property owners will not be required to submit a bond. Projects that traverse multiple properties and are larger in scale will require a bond payable to the city of St. James. The Bond will cover the estimated cost of the project in its entirety. A cashier's check will be acceptable in lieu of a bond.

