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## Excavation Permit

Excavation Permits are required for the following:

- Utility installations and repairs not including septic systems\*
- Road and driveway construction and repair
- Excavation disturbing more than three (3) cubic yards of dirt that is not associated with an existing building permit, a landscaping activity or test holes for septic systems.

\* Septic systems are subject to a separate permit.

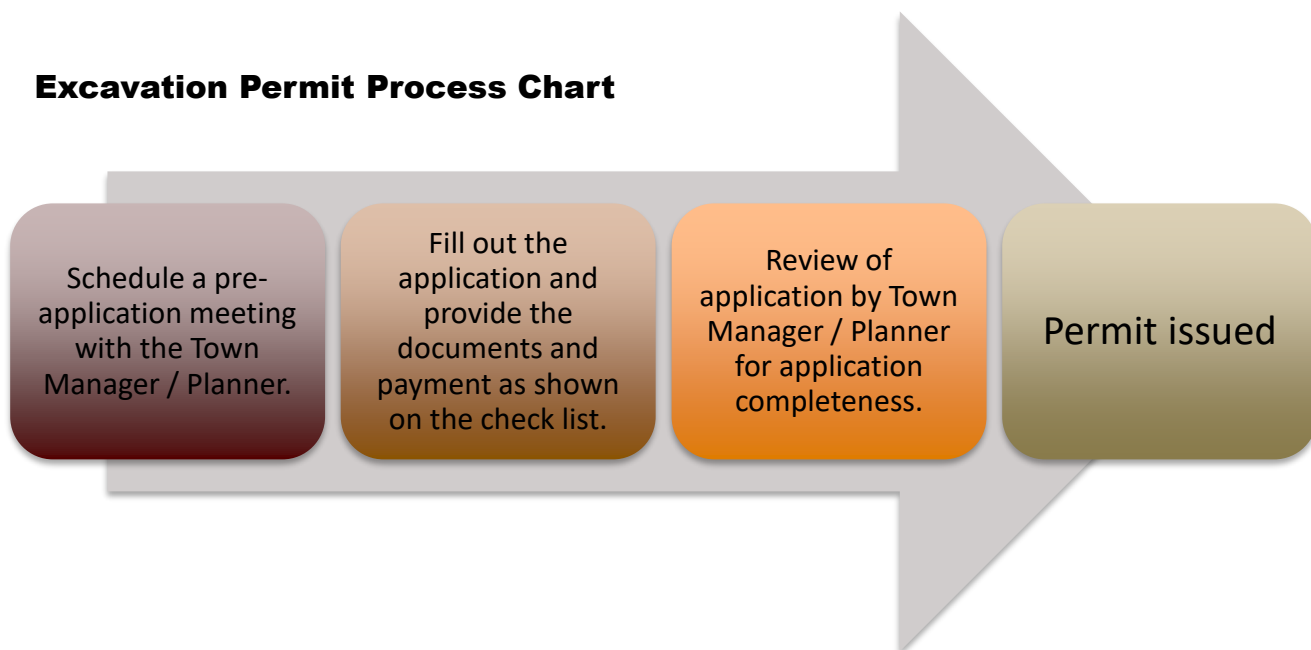
The applicant and contractor shall warrant all installations for one (1) year upon the issuance of a Certificate of Final Completion.

For projects that involve excavation of construction in Town of Rico rights-of-way, a \$5,000 cash excavation bond posted with the Town of Rico will be held for one full year upon final completion.

No excavation is allowed within the Town of Rico rights-of-ways between November 1<sup>st</sup> and April 1<sup>st</sup>.

The Town Manager may require a review by an appointed licensed engineer. Such review shall be at the expense of the applicant.

### Excavation Permit Process Chart



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Excavation Permit  
Application



Applicant Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Email \_\_\_\_\_ Fax Number \_\_\_\_\_

Street Address of Subject Property \_\_\_\_\_

Legal Description of Subject Property \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Zone District of Subject Property \_\_\_\_\_

Contractor Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Email \_\_\_\_\_ Fax Number \_\_\_\_\_

**Attachments Required:**

Two (2) 24" by 36" Site Plans and (1) electronic (pdf) site plan showing the following:

North Arrow

Areas of environmental concern\*

Scale not greater than 1" = 20' unless the entire site will not fit on a 24"x 36" sheet

\*Topography 5 foot interval maximum, 2 foot preferred

Vicinity Map

Proposed grading and drainage

Lot lines with dimensions

Location of existing buildings if applicable

Easements with dimensions

Location of proposed building if applicable

Acreage of lot

Location of existing utilities if applicable

Adjacent streets with labels

Location of proposed utilities if applicable

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- Letter of agency if applicant is other than the owner of the property
  - An application fee in the amount of \$25.00.
  - Bond in the amount of \$5,000.
  - A copy of the deed for the property.

\*Areas of environmental concern include wetlands, flood planes, avalanche areas, geological hazards and mining hazards.

I swear that the information provided in this application is true and correct and that I am the owner of the property or otherwise authorized to act on behalf of the owner of the property.

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

Date Application Received _____	Application Reviewed by* _____
Application Fee Received _____	Date of Hearing* _____
Application Complete _____	Board of Trustees Action* _____
Mailing Notice Complete* _____	

\* Permits for other excavation activities shall be reviewed by the Board of Trustees. The standards and procedures for Special Use Permits shall apply to Excavation Permits which are reviewed by the Board of Trustees.

Other comments:

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