



EXCAVATION/TRENCH PERMIT APPLICATION

8374 Midland Blvd
Vinita Park MO 63114
Phone #: 314-428-7373
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Website: www.vinitapark.org

Please print legibly

TODAY'S DATE: _____ COST OF PROJECT: \$ _____

CONTRACTOR: _____

CONTACT/SITE SUPERINTENDENT: _____ CELL #: () _____

CONTRACTOR ADDRESS (INCLUDE CITY/STATE/ZIP): _____

PHONE #: () _____ FAX #: () _____

AFTER HOURS/EMERGENCY PHONE #: () _____

EMAIL ADDRESS: _____

PROPERTY ADDRESS FOR EXCAVATION (*required*) _____

PURPOSE OF EXCAVATION (*be specific*): _____

CROSS STREET: _____

EXCAVATION SIZE: LENGTH: ft. _____ BY WIDTH: ft. _____

BORING SIZE: DEPTH: ft. _____ BY WIDTH: ft. _____

CIRCLE ALL THAT APPLY:

CONDUIT STORM DRAIN SANITARY SEWER UTILITY WORK TRENCH

MISSOURI AMERICAN WATER PERMIT #: _____ MSD-(P-NUMBER) _____

NUMBER OF DAYS NEEDED: _____ START DATE: _____

EXPECTION COMPLETION DATE: _____ WORK WEEKENDS: YES _____ NO _____

MISSOURI ONE CALL TICKET NUMBER (*required*): _____

REQUESTING RIGHT-OF-WAY/LANE CLOSURE: YES _____ NO _____

To schedule your inspection, you must call your excavation permit number to the permit office at least 24 hours in advance.

SIGNATURE _____ PRINT NAME _____

OFFICE USE ONLY: DO NOT WRITE BELOW THIS LINE

RECEIVED BY: (staff print name) _____ PERMIT #: _____

(RECEIPT NUMBER)

PAYMENT TYPE (check one): CASH CHECK MONEY ORDER CREDIT CARD

BOND AMOUNT (50% OF PROJECT COST) \$ _____ (ATTACH PROOF WITH APPLICATION FOR FILE)

DISTRIBUTE COPY OF PERMIT TO:

- APPLICANT/CONTRACTOR
- DIRECTOR OF PUBLIC WORKS
- BUILDING COMMISSIONER
- ADDRESS FILE

INSPECTIONS REQUIRED

1. Excavation/Trench Date: _____ Results _____ Inspector _____
2. Site Restoration Date: _____ Results _____ Inspector _____

PERMIT CONDITIONS- SECTION 525.020: EXCAVATIONS

A. Application for Permit--Bonds--Deposits.

1. Any person who desires to make an excavation in any public street, alley or highway within the City for any purpose whatever shall apply to the Director of Public Works for a permit which shall only be issued after the applicant has *deposited* with the City Treasurer the sum determined by the Director of Public Works in such amount as will be adequate to cover restoration of the excavation, such fund to be used by the Director of Public Works to make such restoration if applicant fails to do so; provided, that applicant may give a bond as provided in Section 525.010 of this Chapter in lieu of such deposit.

2. In case of an emergency where the public safety or health is endangered, work may proceed immediately without the issuance of a permit and the permit may be applied for as soon as practicable after the work is commenced.

B. Permit and Inspection Fee. Any person who applies for a permit under this Chapter shall pay the sum of ***One Hundred and Twenty Five dollars (\$125.00)*** to cover the cost of the permit and the fee for the inspection of the street as hereafter provided. [Ord. No. 1243, 1-20-2015]

C. Driveways Across Excavations Required. In all cases where excavations are made entirely across the public highways, a substantial driveway shall be maintained by the party making the excavation across such, until such excavation is refilled and at all times shall be subject to the approval of the Director of Public Works.

D. Restoration of Excavated Site--Inspection.

1. Upon the completion of the work for which the excavation was made, the person who made such excavation shall refill the trenches and repave the surface of the street, alley or highway where the excavation was made. The street, alley or highway pavement shall be placed in as good shape and condition as it was before such excavation was made.

2. The Director of Public Works shall inspect the alley or street following the refilling and repaving. In those cases in which temporary repairs are made at the time of the completion of the work, the person making the excavation shall so indicate to the Director of Public Works and advise him/her, in writing, at what subsequent date the repairs will be complete, such time to be not more than three (3) months from the completion. The Director of Public Works shall make a final inspection of the repairs. If, in the opinion of the Director of Public Works, the street, alley or highway has not been placed in as good shape and condition as it was before such excavation was made, he/she shall, in writing, notify the person who made the excavation to proceed within ten (10) days to restore the street or alley to the condition it was in prior to the commencement of excavation. In the event such person does not proceed within the foregoing ten (10) day period, the Director of Public Works may repair the street or alley to its original condition and direct the City Treasurer to apply from the amount deposited with him/her under the provisions of Subsection (A) of this Section the cost of such repairs, the balance of such fund to be returned to the person who made the excavation. In the event that a bond has been given in lieu of a deposit as provided for in said Subsection (A), the Director of Public Works shall certify the costs of the repairs to the Board of Aldermen and request the Board to proceed against the principal and surety on such bond. In the event that the Director of Public Works approves the repairs upon his/her final inspection, he/she shall direct the City Treasurer to pay over to the person making the excavation the full amount of the deposit. (CC 2000 §7-1-2; CC 1974 §§17-1--17-5).