



ARAPAHOE COUNTY  
COLORADO'S FIRST

Arapahoe County Public Works & Development  
Engineering Services Division  
6924 S Lima St  
Centennial CO 80112  
Phone 720-874-6500 Fax 720-874-6611  
[www.arapahoegov.com](http://www.arapahoegov.com)  
[PWDPermits@arapahoegov.com](mailto:PWDPermits@arapahoegov.com)

### STREET CUT ROW USE PERMIT

STREET CUT PERMIT NO. \_\_\_\_\_  
AC Reference No. \_\_\_\_\_  
AC Project No. \_\_\_\_\_  
Filing/Phase \_\_\_\_\_  
Project Address/Intersection \_\_\_\_\_

Date Submitted \_\_\_\_\_  
Parcel # \_\_\_\_\_  
AC Project Name \_\_\_\_\_

#### CONTACT INFORMATION

Owner/Developer \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

Contractor \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

General Description of Work to be done \_\_\_\_\_

| Utilities in ROW/Description | Quantity | Unit | \$/Unit  | Subtotal |
|------------------------------|----------|------|----------|----------|
| 1/2" - 8"                    |          | LF   | \$0.25   |          |
| 9" - 16"                     |          | LF   | \$0.35   |          |
| 17" - 24"                    |          | LF   | \$0.50   |          |
| Number of Conduits           |          | EA   |          |          |
| Manholes                     |          | EA   | \$105.00 |          |
| Handholds                    |          | EA   | \$105.00 |          |
| Pedestals                    |          | EA   | \$105.00 |          |
| Vaults                       |          | EA   | \$105.00 |          |
| Curb & Gutter                |          | LF   | \$0.25   |          |
| Sidewalk                     |          | LF   | \$0.25   |          |
| Chase Drains                 |          | LF   | \$0.25   |          |
| Culverts                     |          | EA   | \$105.00 |          |
| Potholing - Access Only      |          | EA   | \$105.00 |          |
| Traffic Control 2 Lanes      |          | EA   | \$25.00  |          |
| Traffic Control - others     |          | EA   | \$50.00  |          |
| GESC Impact Fee              |          | EA   | \$50.00  |          |
| Open Space Tax Materials     |          |      | \$.0025  |          |
| Base Permit Fee              |          | EA   | \$105.00 |          |

| Bond Status | COL Status | Exp. Date | PA Granted | FA Granted |
|-------------|------------|-----------|------------|------------|
| Yes/No      | Yes/No     |           |            |            |

| Traffic Impact Fees |            |         |       |
|---------------------|------------|---------|-------|
| LF                  | PCI Rating | \$/Unit | Total |
|                     | 100-85     | 17.50   |       |
|                     | 84-70      | 9.20    |       |
|                     | 69-55      | 3.50    |       |
|                     | 55 & Below | 1.10    |       |

**Required Attachments – Permits will not be processed without all of the required information.**

- a) Attach Location or Construction Plans (If formal plans are required you will be notified by Arapahoe County)
- b) Attach Traffic Control Plan in conformance with the Manual of Uniform Traffic Control Devices.
- c) Open Space Tax Form must be filled out completely.

**Special Terms & Conditions – Implemented by Arapahoe County for this permit**

- Roadway Work Hours 8:30-3:30
- Infrared Required
- Flow/Flash Fill Required
- No Asphalt/Concrete Removal Allowed

ARAPAHOE COUNTY OPEN SPACE SALES & USE TAX FEE  
List invoice costs for construction and building material used with this permit  
Value of Materials \$ \_\_\_\_\_ Open Space Tax (.25%) Fee Due \$ \_\_\_\_\_  
Tax Exempt  Yes  No - Tax I.D. Number \_\_\_\_\_

| Description | Qty. | Asphalt | Concrete | Landscape | Gravel |
|-------------|------|---------|----------|-----------|--------|
| Potholes    |      |         |          |           |        |
| Bore        |      |         |          |           |        |
| Trench      |      |         |          |           |        |
| Bore Pits   |      |         |          |           |        |
| Other       |      |         |          |           |        |

Applicants Acceptance of Terms & Conditions. I understand that this permit is granted under the terms and conditions listed herein and the special terms and conditions of this permit. I understand that approved construction plans and the Arapahoe County Infrastructure Design and Construction Standards shall be the basis for acceptance of facilities built or repaired under this permit. I understand that upon completion of the work described herein, we shall notify the County by phone, e-mail, or mail. The work will be inspected and approved if acceptable. The permit will be assigned a date which will begin a one-year warranty period. If the work is not approved a repair list will be issued.

**\*\*PLEASE NOTIFY THE INSPECTOR PRIOR TO BEGINNING THE WORK AND UPON COMPLETION\*\***

Applicant: \_\_\_\_\_ Company: \_\_\_\_\_ Date \_\_\_\_\_

Engineering Services Inspector \_\_\_\_\_ Date \_\_\_\_\_

This permit expires on \_\_\_\_\_ OR 120 days from permit approval date.

Comments \_\_\_\_\_

TOTAL AMOUNT DUE \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date Paid \_\_\_\_\_ Issued by \_\_\_\_\_

## SUBCONTRACTORS INFORMATION

|                         |  |  |                      |  |  |       |  |  |
|-------------------------|--|--|----------------------|--|--|-------|--|--|
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail:                 |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail:                 |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail:                 |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail Address:         |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail Address:         |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail:                 |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail:                 |  |  |                      |  |  |       |  |  |
| Sub-Contractor Company: |  |  | Complete Address:    |  |  | Bond: |  |  |
|                         |  |  |                      |  |  |       |  |  |
| Field Contact Name:     |  |  | Field Contact Phone: |  |  |       |  |  |
| E-Mail Address:         |  |  |                      |  |  |       |  |  |

## STREET CUT AND RIGHT OF WAY USE PERMIT TERMS AND CONDITIONS

1. **REQUIREMENTS:** Applicant must pay required fees and provide insurance and bonding prior to issuance of the permit. The County will not accept cash deposits, certified checks or similar security in lieu of a bond. No refunds shall be made on any permit fee.
2. **APPLICANT ACKNOWLEDGES:** A) Receipt of Applicable Administrative Procedures B) Availability of Subdivision Regulations and C) The Infrastructure Design and Construction Standards (latest version), which can be purchased from Public Works and Development (PWD) upon request. This is also available on line ([www.arapahoegov.com](http://www.arapahoegov.com)).
3. **USE OF RIGHT OF WAY (R.O.W.) - LICENSE AGREEMENTS:** This permit is revocable and does not grant any person a permanent right to use of County R.O.W. or easements. The use of County R.O.W. and/or easement by non-County entities is conditioned upon execution of any license agreements and payment of any fees or annual charges that are required by the County.
4. **REQUIRED INSPECTION NOTIFICATION:** Applicant shall notify PWD, Engineering Services Division/Inspection Section at least 48 hours before starting work. Failure to notify us before any work completed under this permit shall be grounds for rejection of work. In emergency situation the notification must be done immediately, the permit application must be provided within 72 hours. Our working hours are from 8:00 AM to 4:30 PM, Monday through Friday (except holidays). Any inspection needed outside the hours listed above, requires arrangement 48 hours prior to beginning the work and the payment of an after hours inspection fee.
5. **APPLICABLE STANDARDS:** All work must conform to the approved construction plans and the requirements of the Arapahoe County Infrastructure Design and Construction Standards or the most current publication of Colorado Department of Transportation (CDOT) Standards. Street Cut and Right of Way Use Permits shall be accompanied by a sketch/plan showing type, size and location of the proposed installation or repair. A plan for construction traffic control, **compliant with the Manual on Uniform Traffic Control Devices**, must also be approved prior to issuance of any permit.
6. **INTER-JURISDICTION LIMITATIONS:** Permits are subject to the approval of city, state or other governmental agencies having either joint supervision over the section of the road, or authority to regulate land use by means of zoning and/or building regulations. It is the applicant's responsibility to determine the necessity of and to obtain any such easements, approvals and/or permits required.
7. **CONSTRUCTION PLANS:** When required, construction plans shall be submitted in accordance with the requirements of Chapter 3 of the Infrastructure Design and Construction Standards prior to issuance of any permit.
8. **LOCATES:** The applicant shall be responsible for obtaining locates of any utilities in the public R.O.W. or easement, including County-owned storm water facilities and traffic signal-related underground equipment, such as signal conduit/wiring, communication interconnect conduit fiber, power source conduit or loop detectors. For any traffic related locations, please contact our Traffic Operations Manager at 720-874-6500. Construction of any facility by the applicant or his contractor will be permitted only after the applicant has furnished to the PWD, Engineering Services Division, evidence that satisfactory arrangements for said location, relocation or adjustment have been made with the owner of the affected utility facility.
9. **TEMPORARY PATCHING:** The applicant shall place a temporary cold mix asphalt patch (minimum thickness 4") immediately (within 24 hours) after backfill and compaction are completed for each separate cut included on this permit. The cold mix asphalt patch shall be maintained until the concrete or permanent hot mix asphalt patch is applied. The permanent repair is required within 7 calendar days. The asphalt must be 1" plus the existing thickness of or minimum 5".
10. **REPAIRS:** The work site shall be **returned to a condition equal to or better than original**, within the limits of careful, diligent workmanship, good planning, and quality materials. The repairs shall be accomplished in the least possible time and with the least disturbance to the normal functioning of the street R.O.W. or other property. Repairs of damage caused to existing facilities as a result of work carried out under a valid permit shall be the responsibility of the applicant.
11. **NOTIFICATION OF COMPLETION:** Applicant shall notify the County by phone, e-mail or mail of the work completion. As soon as the Inspector receives the notification and the work is approved, the permit will be assigned a date which will begin a one year warranty period. If the work is not approved, a repair list will be issued. The warranty period begins after work completion.
12. **BONDS:** (See Standards Chapter 9). A non-cancelable permit bond in the amount of \$20,000 payable to the Board of County Commissioners, Arapahoe County, shall be required in the name of the applicant prior to issuance of any permit. Said bond shall assure that the applicant will comply with all County Standards and Specifications and shall assure recovery by the County of any expense incurred, within a period of 365 days following the expiration date of a permit, to the amount of said bond, due to failure of the applicant to comply with the provisions of these standards or to otherwise cause expense to the County as a result of the work performed.  
**NOTE:** The bonding requirement may be waived if the proposed work is covered by an existing subdivision improvements agreement with appropriate collateral. Municipalities, quasi-governmental agencies, or other corporations, may provide a Letter of Responsibility in lieu of posting the required bond. Subject Letter of Responsibility shall be in the format as described in the Infrastructure Design and Construction Standards Chapter 9.
13. **INSURANCE:** The applicant shall obtain and carry a liability and property damage insurance policy. Coverage shall provide against any claim, demand, suit or action for property damage, personal injury, or death resulting from any activities in connection with this permit.
14. **EXTENSIONS:** Permits may be extended at no expense, by the Engineering Services Division/Inspection Section judgment, if requested prior to the expiration date indicated on the permit
15. **STOP WORK ORDERS:** A stop work order will be issued to any person or company working without a permit, (except for emergency repair work) or, if permitted, and the repairs made are not in conformance with County Standards. No further permit will be issued until repairs are satisfactorily completed. Arapahoe County may initiate the required repairs and bill the responsible contractor. Minimum charge shall be \$500.00 for administrative costs, plus other expenses like labor, materials and equipment, on a portal to portal basis.