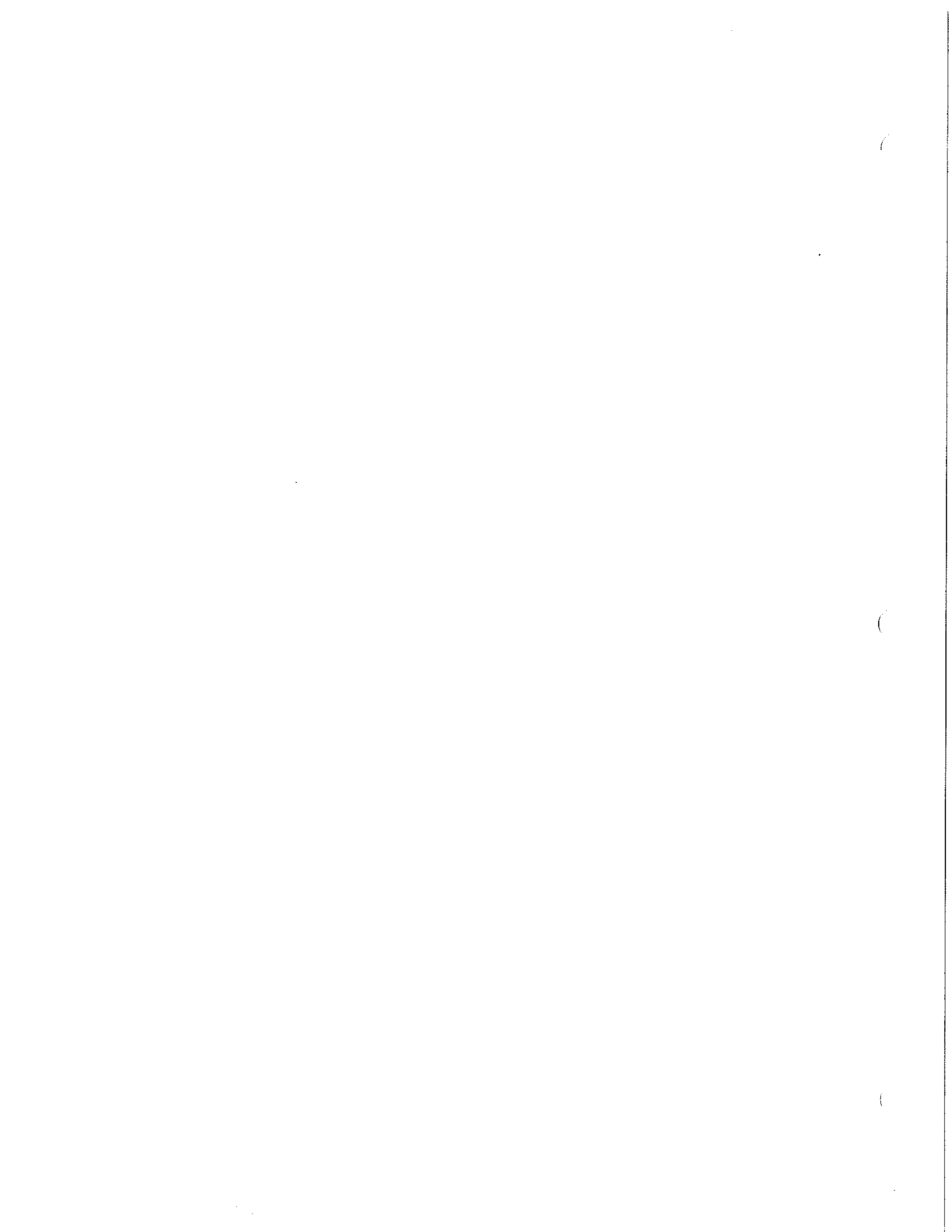


CHAPTER 16

FORMS

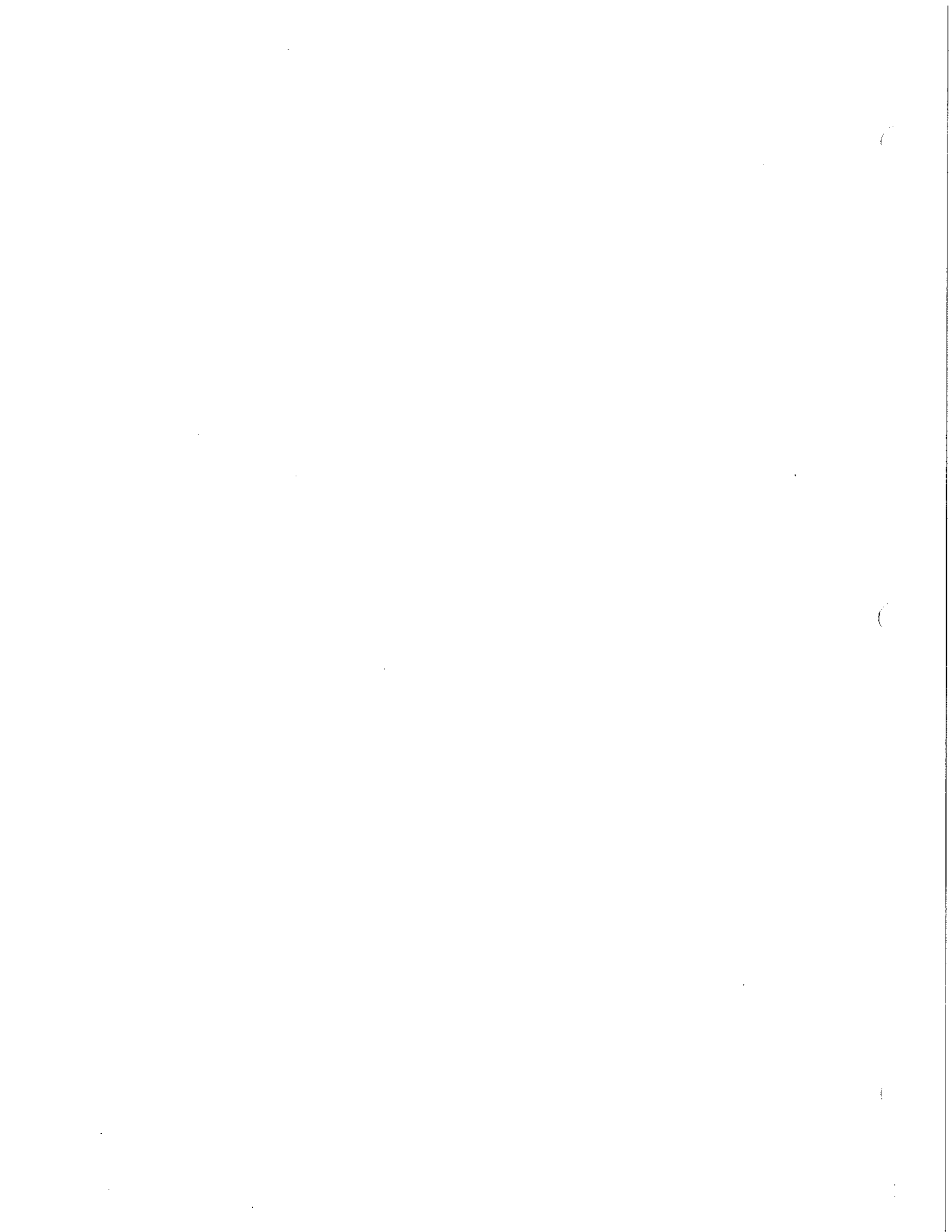


CHAPTER 16

FORMS

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CHAPTER 16  
FORMS

16.1 General

This chapter outlines the various forms and permits along with the fees required. All forms shown herein are subject to alteration and update upon approval of the County Engineer. Fees shown herein are subject to revision by resolution of the Town Board of Trustees.

16.2 Access Permit

No special instructions apply to the use of this form. Use the Submittal Form available from the Town Hall Administration Department.

16.3 R.O.W. Use Permit

The following procedure applies to the preparation of this form:

- 16.3.1 Fill out application and job data section and questionnaire section.
- 16.3.2 Sign and submit to the Town along with appropriate enclosures and attachments.
- 16.3.3 The Town will review application, calculate fees, and approve if conditions are met.
- 16.3.4 Fee must be paid to obtain a permit
- 16.3.5 Permittee shall notify the Inspection Section 48 hours prior to commencement of daily work in accordance with permit terms and conditions.
- 16.3.6 Permittee shall notify the Inspection Section 48 hours prior to the commencement of work in accordance with permit terms and conditions.
- 16.3.7 The two-year warranty period for the permitted work shall not commence at date of issuance.

16.3.8 Upon completion, Permittee shall contact the Town of Bennett Department of Public Works in writing to request initial acceptance to commence two-year warranty period.

16.3.9 Upon completion of the two-year warranty period, the permit holder must contact the Town of Bennett Department of Public Works in writing for final acceptance of work.

#### 16.4 Oversize/Overweight Permit

The following procedure applies to the preparation of this form:

16.4.1 Fill out entire application

16.4.2 Sign and submit to the Town with appropriate enclosures and attachments.

16.4.3 The Town will review application, calculate fee, and approve if all conditions are met.

16.4.4 Fee must be paid to obtain permit.

16.4.5 Permittee shall notify the Inspection Section 48 hours prior to commencement of work in accordance with permit terms and conditions.

#### 16.5 Engineering Cost Estimate

The following procedure applies to the preparation of this form:

16.5.1 Fill out entire application

16.5.2 Sign and submit to the Town with appropriate enclosures and attachments.

16.5.3 The Town will review the application, calculate fees, and approve if all conditions are met.

16.5.4 Fee must be paid to obtain permit.

16.5.5 Permittee shall notify the Inspection Section 48 hours prior to commencement of work in accordance with permit terms and conditions.

FORMS REQUIRED AND AREAS OF APPLICATION

| TITLE   | USED BY   | WHEN USED  |
|---|-----------|--|
| Access Permit/Application                       | Permittee | When applying for approval of a new access to a Town roadway. Available from the Town Hall Administrative Department   |
| Permit for Right-of-Way Use and/or Construction | Permittee | When applying to construct, install, remove, or repair any street, storm drainage improvements, utility lines, signs, and any other facility within a Town R.O.W. or easement. |
| Oversize/Overweight Permit                      | Permittee | When applying to move any oversize/overweight load on Town roads.  |
| Engineering Cost Estimate                       | Developer | When applying for a Subdivision Agreement, this form will be used to estimate cost of construction and permit fees.  |



Town of Bennett

355 Fourth Street  
Bennett, Colorado  
80102-7806

(303) 644-3249

PERMIT NO. \_\_\_\_\_

PERMIT FOR RIGHT-OF-WAY USE AND/OR CONSTRUCTION

|                         |  |
|-------------------------|--|
| DATE                    | PERMITTEE  |
| DEVELOPER               | RESPONSIBLE CONSTRUCTION SUPERVISOR / TELEPHONE    |
| ADDRESS                 | EMERGENCY TELEPHONE                                |
| CITY / STATE / ZIP CODE | OWNER FOR WHOM WORK DONE (Print Name of Applicant) |

CONSTRUCTION ADDRESS OR LOCATION: \_\_\_\_\_

TOWN OF BENNETT ROAD

SUBDIVISION

PRE-CONSTRUCTION WALK THRU SCHEDULE FOR: \_\_\_\_\_

| DESCRIPTION                    | FEE           | QUANTITY | SUB-TOTAL |
|--------------------------------|---------------|----------|-----------|
| Construction                   |               |          |           |
| Storm Sewer and Utility        | \$20.00       |          |           |
| Variable Fee (pipe/cable size) |               |          |           |
| 50" - 8"                       | .10/ln.ft.    |          |           |
| 8.25" - 18"                    | .15/ln.ft.    |          |           |
| 18.25" - 24"                   | .25/ln.ft.    |          |           |
| 2500" - 42"                    | .35/ln.ft.    |          |           |
| Street Ctg                     |               |          |           |
| Paved Road                     | \$2.50/sq.ft. |          |           |
| Crown/Paved Road               | .97/sq.ft.    |          |           |
| Boring/Drilling/Tunneling      | \$40.00/ea.   |          |           |
| Street/Road Construction       |               |          |           |
| Subgrade                       | \$40.00       |          |           |
| Per Square Yard Charge         | .05/sq.yd.    |          |           |
| Base Course                    | \$40.00       |          |           |
| Per Square Yard Charge         | .05/sq.yd.    |          |           |
| Surface                        | \$40.00       |          |           |
| Per Square Yard Charge         | .05/sq.yd.    |          |           |
| Cross-paint                    |               |          |           |
| First                          | \$27.00       |          |           |
| Asph.                          | \$14.00/ea.   |          |           |
| Valley Pan                     | \$27.00       |          |           |
| Asph.                          | .05/ln.ft.    |          |           |
| Curb/Cutter                    |               |          |           |
| 1" integral sidewalk           | \$27.00       |          |           |
| Asph.                          | .05/ln.ft.    |          |           |
| Sidewalk into curb/cutter      | \$27.00       |          |           |
| Asph.                          | .05/ln.ft.    |          |           |
| Sub-Total                      |               |          | \$ _____  |
| Penalty                        |               |          | \$ _____  |
| TOTAL                          |               |          | \$ _____  |

Unless otherwise noted, all charges are BASE charges

Note: Each approved project construction plan set requires separate permits.

SEE OTHER SIDE FOR NOTES AND GENERAL PROVISIONS

**APPROVAL FOR PERMITTEE**  
(A copy of this permit must be on job site at all times)

In accepting this permit, the undersigned certifies that he is the Permittee herein, that he has read and understands all of the following provisions; and that by virtue of his signature he is bound by and agrees to comply with all provisions of this permit, with Town of Bennett Road Design and Construction Standards and state requirements regulating construction, and with M.U.T.C.D.

\_\_\_\_\_  
Signature

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

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

Permit 1A





Town of Bennett

355 Fourth Street  
Bennett, Colorado  
80102-7806

(303) 644-3249

PERMIT NO \_\_\_\_\_

PERMIT FOR RIGHT-OF-WAY USE AND/OR CONSTRUCTION

|                               |  |
|-------------------------------|--|
| DATE _____                    | PERMITTEE _____  |
| DEVELOPER _____               | RESPONSIBLE CONSTRUCTION SUPERVISOR / TELEPHONE _____    |
| ADDRESS _____                 | EMERGENCY TELEPHONE _____                                |
| CITY / STATE / ZIP CODE _____ | OWNER FOR WHOM WORK DONE (Print Name of Applicant) _____ |

CONSTRUCTION ADDRESS OR LOCATION: \_\_\_\_\_

TOWN OF BENNETT ROAD

SUBDIVISION \_\_\_\_\_

PRE-CONSTRUCTION WALK THRU SCHEDULE FOR: \_\_\_\_\_

| DESCRIPTION                       | FEE              | QUANTITY | SUB-TOTAL |
|-----------------------------------|------------------|----------|-----------|
| Pipe Culverts/Precast Box         |                  |          |           |
| < 36"                             | \$25.00          | _____    | _____     |
| > 36"                             | .10/lin.ft.      | _____    | _____     |
| Curb-in-Place Storm Sewer         |                  |          |           |
| < 6"                              | \$45.00/lin.ft.  | _____    | _____     |
| > 6"                              | \$75.00/lin.ft.  | _____    | _____     |
| Manhole                           | \$22.00/ea.      | _____    | _____     |
| Concrete Trickle Channel          | \$28.00          | _____    | _____     |
| add.                              | .05/lin.ft.      | _____    | _____     |
| Bridge/Curb-in-Place              |                  |          |           |
| Box Culvert                       | \$285.00/lin.ft. | _____    | _____     |
| Traffic Signal (per location)     | \$265.00/lin.ft. | _____    | _____     |
| Traffic Sign (per project)        | \$22.00          | _____    | _____     |
| add. per sign                     | \$7.50/ea.       | _____    | _____     |
| Big-top Erosion Protection        | \$22.00          | _____    | _____     |
| add.                              | .11/lin.yd.      | _____    | _____     |
| add.                              | .08/per ton      | _____    | _____     |
| Detention Pond                    |                  |          |           |
| < 1-acre ft.                      | \$22.00/acre-ft. | _____    | _____     |
| > 10-acre ft.                     | \$75.00/acre-ft. | _____    | _____     |
| > 100-acre ft.                    | Case-by-Case     | _____    | _____     |
| Landscaping (Public Right-of-Way) | \$20.00          | _____    | _____     |
| add.                              | .05/lin.yd.      | _____    | _____     |

Unless otherwise noted, all charges are BASE charges

Sub-Total \$ \_\_\_\_\_

Penalty \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

Note: Each approved project construction plan set requires separate permit(s).

SEE OTHER SIDE FOR NOTES AND GENERAL PROVISIONS

**APPROVAL FOR PERMITTEE**  
(A copy of this permit must be on job site at all times)

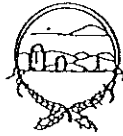
In accepting this permit, the undersigned certifies that he is the Permittee herein that he has read and understands all of the following provisions; and that by virtue of his signature he is bound by and agrees to comply with all provisions of this permit, with Town of Bennett Road Design and Construction Standards and state requirements regarding construction, and with M.U.T.C.D.

\_\_\_\_\_ Signature

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

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

Permit.1B



Town of Bennett  
 355 Fourth Street  
 Bennett, Colorado  
 80102-7806  
 (303) 644-3249

INFORMATION

OFFICE USE

DATE \_\_\_\_\_

INSPECTIONS

ACCESS PERMIT

PERMIT # \_\_\_\_\_

REQUIREMENTS FOR OBTAINING A DRIVEWAY PERMIT

1. Applicant Name \_\_\_\_\_ (H) Phone \_\_\_\_\_ (W) Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_
2. Property Owner (Permittee)  
 Name \_\_\_\_\_ (H) Phone \_\_\_\_\_ (W) Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_
3. Address of Property to be served: \_\_\_\_\_
4. Legal description of property: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
 Subdivision \_\_\_\_\_ Filing \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_
5. The approved access approach would be located a distance of approximately \_\_\_\_\_ feet  
 from the \_\_\_\_\_ front corner pin
6. Highway plan, driveway plan and profile will be required by the issuing authority.

NOTE: FLOWLINE OF DITCHES MUST REMAIN CLEAR AT ALL TIMES TO MAINTAIN PROPER DRAINAGE.  
 EARTHWORK: ANY MUD OR OTHER MATERIALS TRACKED OR OTHERWISE DEPOSITED ON THE  
 ROADWAY SHALL BE REMOVED DAILY OR AS ORDERED BY THE INSPECTOR AND/OR FOREMAN.

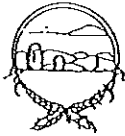
OFFICE USE ONLY

- Residential: Minimum width 16 feet - maximum width 24 feet plus flare or radius.
- Commercial: Minimum width 25 feet - maximum width 35 feet plus flare or radius.
- Culvert approved size by the Town of Bennett. Size \_\_\_\_\_
- Pan with 6-6-10 wire, 6 inch thick, 4 inch dip, Class A concrete \_\_\_\_\_ size  
 (80X-90X approach angle plus 45 degree flares). (Inspections-forms and final)
- Concrete Trough and Grate per Town Specs attached (Inspections-forms and final)
- Six inch Class 6 road base (80X-90X approach angle and 20 foot radius or as much as possible). Final inspection only.
- Temporary construction access approved. Contact this office after 10 working days for final disposition.
- Other

INSPECTOR \_\_\_\_\_ PERMITTEE/REPRESENTATIVE \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_



Town of Bennett

355 Fourth Street  
Bennett, Colorado  
80102-7806  
(303)644-3249

PERMIT NO. \_\_\_\_\_

P.U.C. NO. \_\_\_\_\_

OVERSIZE / OVERWEIGHT MOVING PERMIT

COMPANY AND/OR PERMITTEE NAME: \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, ZIP \_\_\_\_\_

PHONE: \_\_\_\_\_

MOVING DATE: \_\_\_\_\_ (Permit valid ONLY on date shown. Any date change must be APPROVED BY THIS DEPT. DATE TIME and APPROVED BY, must be shown.)

TIME OF MOVE: \_\_\_\_\_ ESTIMATED WEIGHT OF OVERALL LOAD: \_\_\_\_\_ lbs.

PROOF OF CURRENT INSURANCE  Yes  No

STATE PERMIT REQUIRED  Yes  No

Brick Building  Brick Home  Frame Home

Frames, Tanks, Beams, etc.

OTHER \_\_\_\_\_

POLICE ESCORT REQUIRED: \_\_\_\_\_ MEN ON TOP REQUIRED: \_\_\_\_\_

ADDITIONAL COMMENTS: \_\_\_\_\_

ORIGIN: \_\_\_\_\_ DESTINATION: \_\_\_\_\_

COMPLETE ITINERARY OF MOVE: FROM: \_\_\_\_\_ TO: \_\_\_\_\_

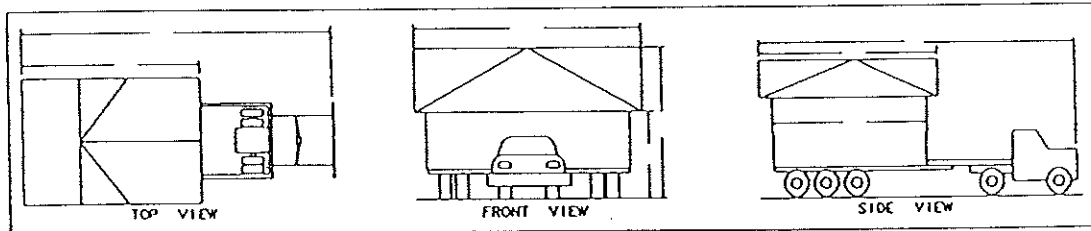
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



THIS PERMIT NOT VALID ON SATURDAY P.M., SUNDAY, OR HOLIDAYS, AND BECOMES VOID DURING HEAVY SNOW OR ICY ROAD CONDITIONS.

APPLICANT SHALL TAKE EVERY PRECAUTION TO PROTECT ROADS AND TRAFFIC FROM DAMAGE OR INJURY AND WILL BE FINANCIALLY RESPONSIBLE FOR ANY DAMAGE.

IT IS FURTHER UNDERSTOOD THIS PERMIT IS VALID ONLY FOR THE LOCAL ROADS AND/OR STREETS UNDER THE JURISDICTION OF THE TOWN OF BENNETT AND THAT IT IS NECESSARY TO OBTAIN A SEPERATE PERMIT FOR HIGHWAYS AND/OR ROADS UNDER THE JURISDICTION OF THE STATE AND/OR COUNTY.

PERMITTEE'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

Department of Public Works

DATE: \_\_\_\_\_

THIS PERMIT OR A COPY MUST ACCOMPANY THE MOVE

ENGINEERING COST ESTIMATE FORMAT

Exhibit "A"

for

(Project Name)

(Date)

| <u>Description</u>                          | <u>Unit</u> | <u>Quantity</u> | <u>Unit Cost</u> | <u>Amount</u> |
|---|-------------|-----------------|------------------|---------------|
| <b>I. * <u>Streets</u></b>                  |             |                 |                  |               |
| A.  |             |                 |                  |               |
| 7" Full Depth Asphalt                       |             | SY              |                  |               |
| 4" Curb, Gutter, Walk                       |             | LF              |                  |               |
| Handicap Ramps                              |             | EA              |                  |               |
| Range Point Boxes/<br>Monuments             |             | EA              |                  |               |
|   |             |                 |                  | Sub Total A   |
| B.  |             |                 |                  |               |
| 3" Asphalt/8" Base                          |             | SY              |                  |               |
| 6" Curb and Gutter                          |             | LF              |                  |               |
| Handicap Ramps                              |             | EA              |                  |               |
| Range Point Boxes/<br>Monuments             |             | EA              |                  |               |
|   |             |                 |                  | Sub Total B   |
|   |             |                 |                  | Sub Total I   |
| <b>II. <u>Storm Drainage Facilities</u></b> |             |                 |                  |               |
| 30" RCP                                     |             | LF              |                  |               |
| 30" FES                                     |             | EA              |                  |               |
| 5' Manholes                                 |             | EA              |                  |               |
| Rip-rap Type M                              |             | CY              |                  |               |
| Detention Pond Grading                      |             | LY              |                  |               |
| Dual Stage Outlet                           |             | EA              |                  |               |
|   |             |                 |                  | Sub Total II  |

III. Water Main

|                       |    |
|-----------------------|----|
| 8" Dip                | LF |
| 12" DIP               | LF |
| 8"x 8"x 8" Tee        | EA |
| 8" Gate Valve         | EA |
| Fire Hydrant Assembly | EA |

Sub Total III.

IV. Traffic Signal

Total Cost = \$

Sub Total IV

Summary

On-Site Public Improvements (Letter of Credit #1)

|                   |    |
|-------------------|----|
| Sub Total I       | \$ |
| Sub Total II.     |    |
| Sub Total III.    |    |
| Sub Total IV.     |    |
| Contingency = 15% |    |

---

Grand Total \$

APPROVED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

Town of Bennett Engineering Department  
and/or Department of Public Works

\*Note: The pavement costs are merely for estimating and for the Subdivision Agreement purposes. A pavement design must be submitted for approval by the Engineering and/or Public Works Department prior to the start of paving.

