



ACCESS PERMIT APPLICATION FORM & INSTRUCTIONS

Excavations within the Public Right of Way (ROW) shall not be permitted after October 15th or prior to April 15th unless otherwise approved by the Town of Fraser.

All work shall be performed in accordance with the current **Town of Fraser Design Criteria and Construction Standards** which are available in Chapter 14 of the Fraser Municipal Code at www.frasercolorado.com.

Complete **ALL** sections of the permit including:

- a. Type of permit
- b. Project street address and lot number
- c. Applicant's information
- d. Contractor's information
- e. Work to be performed; attach site plan/construction drawings
- f. Existing surface type
- g. Excavation start and end dates

Perform the Financial Surety calculations and include the associated Permit Fee and Surety as indicated on the next page. Attach payment with the application form.

- *The Fee for **Driveway construction** is non-refundable. Both the Fee and Financial Surety are collected at the Building Department at the Winter Park Town Hall. This surety is retained by the Town of Fraser until the driveway construction has been completed, inspected and approved by the Town of Fraser.*
- *The Fee for **ROW excavations** is non-refundable. Both the Fee and Financial Surety are collected at the time of application submittal at the Fraser Town Hall. This surety is retained by the Town of Fraser for a one (1) year warranty period following the date of preliminary inspection. When the final inspection is performed at the end of the one (1) year warranty period, the surety will be released.*

Make sure the permit application is signed and dated. Please note the Access Permit Conditions listed in "Exhibit A" are attached to this permit application.

Incomplete applications will not be processed.

When the permit application is complete, submit it to the Town of Fraser Public Works Administrator for processing. Please call 970-726-5491 ext. 203 **a minimum of 24 hours in advance** to schedule an appointment for permit application processing.

Permits shall be displayed at the job site at all times and available upon request.

All contractors are required to have a current Town of Fraser Business License. Applications are available at www.frasercolorado.com.

INSPECTIONS:

Inspections require a minimum notice of **48 hours**.

Tapping of water & sanitary sewer mains is **PROHIBITED** on Fridays, Saturdays and Sundays.

To schedule an inspection call **970-531-1241**, Monday through Thursday 8:00 am – 3:00 pm, and Fridays 8:00 am – 12:00 pm.



ACCESS PERMIT APPLICATION

PERMIT TYPE: _____ DRIVEWAY _____ RIGHT-OF-WAY (ROW)

Project Address: _____ Fraser, Colorado 80442
Street Address Lot Number

Name of Applicant Address Phone/Cell

Applicant Email: _____

Name of Contractor Address Phone/Cell

Contractor Email: _____

Work to be performed (attach construction drawings with length & width detail of ROW excavation, if applicable):

Existing street surface type: _____ Asphalt _____ Concrete _____ Unimproved

Estimated Start Date: _____ Estimated Completion Date: _____

APPLICANT: _____ DATE: _____
Signature

Application Fee Paid: _____ Surety Provided: _____

PERMIT FEES AND FINANCIAL SURETY: The permit fee and financial surety shall be charged in accordance with the current fee schedule established by the Town Board. **Acceptable forms of surety are cash, cashier's check or letter of credit only.**

DRIVEWAY PERMIT FEE: \$ 50.00 Fee + \$500.00 (surety amount) = \$ 550.00
ROW PERMIT FEE: \$275.00 Fee + \$ (surety amount) = \$

• **Unimproved portions of the ROW**
Length of linear feet x width of linear feet x \$5.00/SF x 125% =

Rates for asphalt shall be calculated using the following formula, or \$1,500.00, whichever is greater:

• **Asphalt portions of the ROW**
Length of linear feet x width of linear feet x \$8.00/SF x 125% =

Rates for concrete shall be calculated using the following formula, or \$1,500.00, whichever is greater:

• **Concrete portions of the ROW**
Length of linear feet x width of linear feet x \$8.00/SF x 125% =

“EXHIBIT A”

Town of Fraser- Access Permit Conditions

Incomplete applications will not be processed.

1. No work shall commence prior to the issuance of an Access Permit. Permit shall be kept at the job site at all times and available upon request.
2. Failure to obtain proper permits shall be cause for issuance of stop work orders and the Town may elect to require exposure of any covered work and/or assess penalty fines.
3. Construction shall only be allowed between sunrise and sunset Monday through Friday, and between 8:00 am and 6:30 pm on Saturday and Sunday.
4. An approved Traffic Control Plan shall be provided and maintained on site in accordance with the Manual on Uniform Traffic Control Devices for ROW Access Permits.
5. All asphalt and concrete must be saw cut prior to removal.
6. The Town of Fraser must be present for inspection at the time of any water and/or sanitary sewer main tap and backfill.
7. Upon completion of driveway construction, the Applicant shall notify the Planning or Public Works Department and request an inspection. The Applicant will be notified in writing of any deficiencies with ten (10) days of the inspection and shall correct those deficiencies within thirty (30) days of the written notification. The deficiencies shall be corrected prior to the release of the Financial Surety.
8. **Inspections** require a minimum notice **of 48 hours.**
Tapping of water & sanitary sewer mains is **PROHIBITED** on Fridays, Saturdays and Sundays.

To schedule an inspection call **970-531-1241**, Monday through Thursday 8:00 am – 3:00 pm and Fridays 8:00 am – 12:00 pm.
9. Permanent replacement paving shall be installed within thirty (30) days following backfill inspection. The Town may allow installation and maintenance of temporary surfacing for longer periods subject to specific written approval by the Town which may require additional surety.
10. Excavations between September 15th and October 15th shall be repaved within five (5) business days.
11. Excavations within the Right of Way (ROW) **shall not be permitted after October 15th or prior to April 15th** unless otherwise approved by the Town of Fraser.
12. Per Colorado law, utility locates must be called into the Utility Notification Center of Colorado, at a minimum, 72 hours (3 days) prior to excavation at **811** or visit their website for more information at: www.uncc.org.