



### **A RIGHT-OF-WAY PERMIT IS REQUIRED IF:**

- All excavations within the Town of Star Valley Ranch right-of-way (ROW), such as driveway installations, installation and maintenance of utilities, sidewalk, boardwalk, curbs, gutters, and street paving within any street, digging up, breaking, excavating, tunneling, and/or undermining.
- Moving an existing house, building, or structure on or over any street for the purposes of construction, excavation, tunneling.

### **APPLICATION REQUIREMENTS**

Incomplete applications will be returned to the applicant. A sufficient excavation application includes the following and must be submitted at least 2 weeks prior to the proposed dig date:

- Completed Excavation Application including application fee
- Site Plan (Site plan drawn to scale that includes the parcel boundaries and dimensions, legal description and street address, adjacent streets and alleys include widths, existing utilities lines, proposed utility lines, and excavation locations)
- Proof of liability insurance, signed indemnification agreement further indemnifying the Town of all liability created out of the actions of the subject contractor on the subject work; general liability to cover public and private property damage; hold harmless form
- Construction Plan
- Traffic Safety Plan: All traffic control must conform to Municipal Uniform Traffic Control Devices (MUTCD)
- Applicant must provide traffic and safety control throughout the duration of construction including but not limited to flag persons, barricades, construction fencing, road plating, cones, etc.
- Pre-Application Meeting and Neighbor Notification
- A copy of the DEQ permit to discharge water (if there will be water discharged into the ROW)
- Any relevant information Planning & Zoning requires to adequately review the permit application

## **NOTES**

- Permits will not be issued from November 1-April 15 except where a case of emergency exists
- Affected pavement, valley pans, drainage infrastructure, landscaping, curb & gutter, and sidewalks must be fully restored, inspected, and approved by the Town
- All work must be guaranteed for 1 year
- The Town does not grant any authority to enter onto private property. The applicant is responsible for disturbance on private property should it occur and shall hold the Town harmless on claims made to the same
- Work shall be completed within 10 days unless otherwise arranged with the Town
- If the restoration work is not performed in a timely or sufficient manner, the Town may complete the work to a sufficient manner and shall charge the person who was granted the permit
- The person shall be charged the actual cost whether the bond covers all or part of it
- The Town requires the engineer specifications for minimum standards for excavation and backfill
- Excavations will not be permitted after November 1st or before April 15th, without special permission from the Town
- Work should generally be performed from 7 a.m. to 5:30 p.m. Monday through Saturday

## **VALIDITY**

- The applicant may begin excavation after issuance of the permit
- Permits are valid for fourteen (14) business days after date of approval. If work is not completed during that time, a renewal permit can be issued for another fourteen (14) business days. Any further time will require a new permit and fee.
- Permits for extensive utility work (e.g. power, phone, or water) are valid for the duration of the project, upon approval.
- Failure to receive a permit prior to excavating may result in a fine up to \$750 per cut per day

## **INSPECTIONS & CONTACTS**

- **Call Before You Dig** (800-849-2476) or (811) for utility locates (must give descriptive location)
- Inspection by the Town prior to backfilling the trench is required. Should the applicant fail to schedule an inspection, the Town may require that work be re-excavated so proper inspection can take place
- Please call the Town Hall (307-883-8696) to request a permit work order within 48 business hours of the respective inspection/review
- If the inspection must be canceled, please notify Town Hall
- Director of Public Works, 307-880-5325
- Planning & Zoning Clerk, 307-883-8696

## **RIGHT-OF-WAY PERMIT FEE SCHEDULE**

The right-of-way excavation fee and bond schedule are set by Ordinance. Please contact the Town or refer to [court@starvalleyranchwy.org](mailto:court@starvalleyranchwy.org) for the current fee schedule.

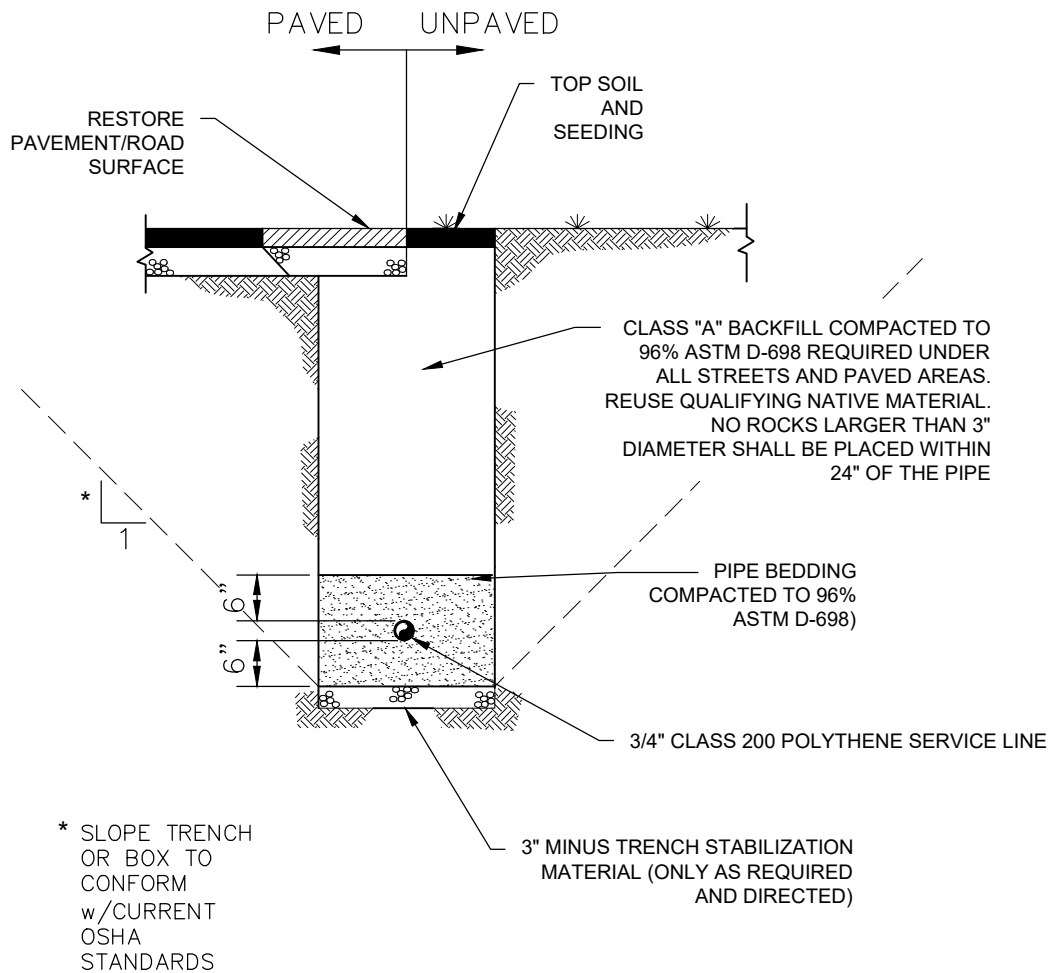


*I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town Ordinances and State Laws regulating building construction. I agree to contact the Town of Star Valley Ranch to schedule all required inspections. By signing below, the applicant certifies that they are authorized by the owner to act as their agent.*

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

**FOR OFFICIAL USE**

**PAYMENT:**       CASH     MO     CREDIT     CH#      **DATE:** \_\_\_\_\_



NOTES:

1. CLASS "A" BACKFILL. DO NOT INCLUDE ORGANIC/FROZEN MATERIALS, ASPHALT SURFACING OR ROCKS LARGER THAN 6" IN THE BACKFILL. DO NOT INCLUDE POCKETS OF POORLY GRADED PARTICLES IN BACKFILL. DO NOT INCLUDE NATIVE SOILS WITH A MOISTURE CONTENT THAT IS GREATER THAN TWO PERCENTAGE POINTS ABOVE OPTIMUM INTO THE BACKFILL. NO ROCKS LARGER THAN 3" ARE ALLOWED WITHIN 24" OF THE PIPE.
2. PIPE BEDDING. APPROVED PIPE ZONE MATERIALS ARE SILTS, LOAMS, SANDY, CLAY, SAND, FINE SAND, GRAVEL OR EXCAVATED MATERIAL FREE OF FROZEN MATERIALS, DEBRIS AND DECOMPOSABLE MATERIALS. MAXIMUM BACKFILL PARTICLE SIZE IS 3/4" DIAMETER.
3. BACKFILL MATERIAL PROCTORS AND DENSITY TESTING RESULTS SHALL BE SUBMITTED TO THE TOWN. THE CONTRACTOR SHALL WARRANTEE WORK FOR 1 YEAR FROM DATE OF COMPLETION.

TYPICAL TRENCH SECTION

N.T.S.



TSVR STANDARD DETAILS

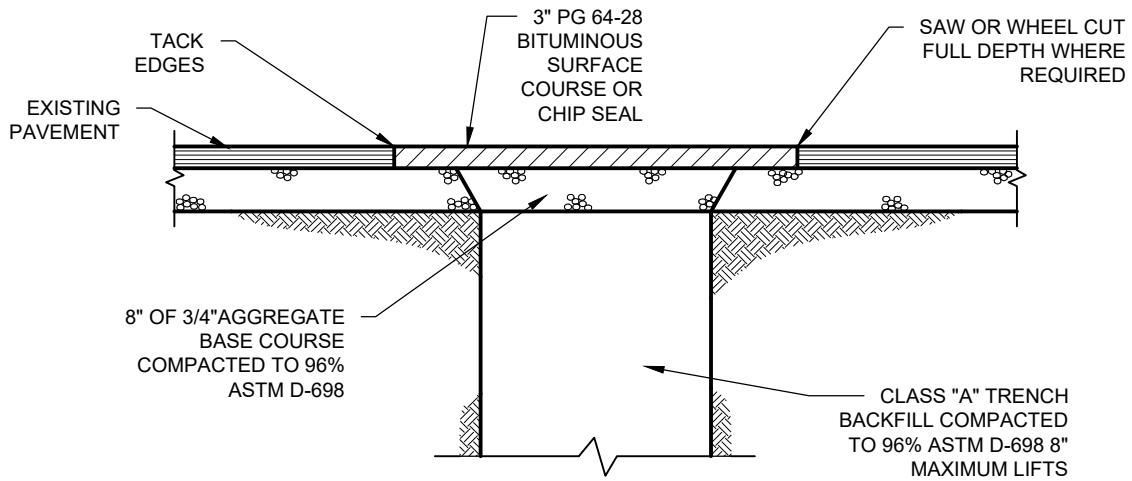


PROJECT NO:

NA

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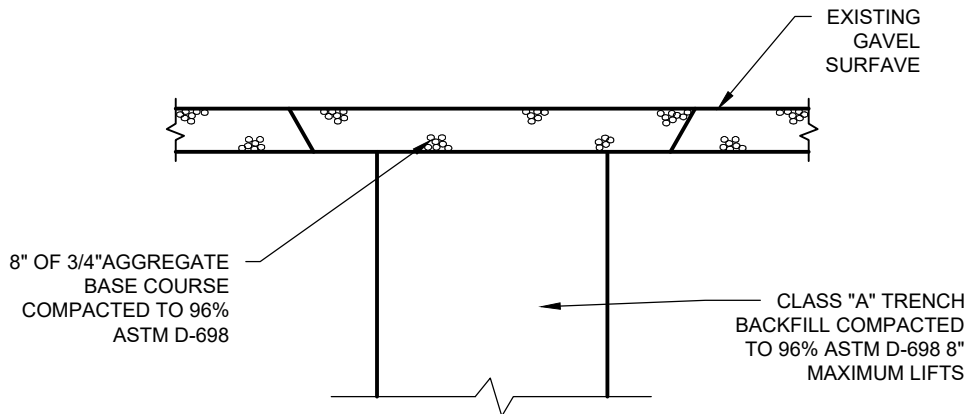
5/20/22



### CLASS "B" STREET REPAIR

N.T.S.

E



### CLASS "C" STREET REPAIR

N.T.S.

F

TSVR STANDARD DETAILS



PROJECT NO:

NA

DATE:

5/20/22