Permit #: _____
Receipt #: _____
Fee: $_____
Date: _____

CITY OF NEW HAMPTON, IOWA
DIGGING / UTILITY PERMIT APPLICATION

Application for permit to install or repair utilities or for placing of obstructions in or on city streets, alleys, and/or right-of-way.

Applicant Information:

Owner of Property:
Location / Property Address:
Telephone Number:
Email Address:
Applicant (If not owner):
Telephone Number:
Email Address:
Licensed Contractor:
License Number:
Telephone Number:
Email Address:
Does Contractor have Bond & Insurance on File with City: ☐ Yes ☐ No (If no, please attach copy)

Details of the Work:

Describe the work being done: ☐ New Service ☐ Repair/Replace		
Construction Type: ☐ Water ☐ Sewer ☐ Stormwater ☐ Gas ☐ Telecommunications ☐ Electric ☐ Trees ☐ Mailbox ☐ Other _____		
Location of Digging/Boring: ☐ City Right-of-Way (boulevard) ☐ City Street		
Type of Surface being Disturbed: ☐ Gravel ☐ Concrete ☐ Bituminous ☐ Boulevard ☐ Other		
Size of Water Line:	Type of Water line:	Meter Size:
Size of Sanitary Service:	Type of Sanitary Service:	
Size of Storm Service:	Type of Storm Service:	
Number and Size of Excavations (sq. ft.):		
Will Directional Boring/Trenching be occurring? ☐ Yes ☐ No	Total Lineal Feet:	
Date Work to Start:		
Approximate time to complete the work:		
Will detouring of traffic be necessary? ☐ Yes ☐ No If necessary, describe route:		

Note:
* Call Iowa One Call at 800-292-8989 for protection against underground utility damage.
** City Staff shall be notified by licensed contractor after utility hook-up or repair is completed to inspect the final work prior to backfilling. The contractor shall provide advance notice to City Staff if an after-hours inspection may be needed.
*** All excavations in boulevards shall be restored to original condition by contractor. If settlement occurs within a one-year period, the contractor will correct the entire affected area.
**** Excavations shall be maintained by contractor and refilled to a level condition prior to surface replacement.
***** Tracing wire required on all water and sewer lines with access to wire at an outside cleanout or manhole.
****** Pot hole boring / core drilling is required for all boring projects throughout the city. Damaged utilities resulting from failure of pot hole boring / core drilling may result in a fine.

Acknowledgement and Certification of the Applicant and/or Owner:

I/We understand this application constitutes our complete digging / utility permit application for the installation or repairing/replacing of infrastructure lines. I/We certify that the information we have provided to the Public Works Department is complete, accurate, and true to the best of our knowledge. Any intentional falsification or change in the information contained in this application, or to the attached information, shall cause: this application to become null and void and any approval granted herein to be revoked.

An applicant who is issued a digging / utility permit is bound, by acceptance of the permit, to commence the construction for which the permit is issued and is bound to finish said construction within six (6) months from and after said date of issue. Upon expiration of a permit, the holder shall make a new application for a new permit under the provisions of this chapter and shall otherwise go through the same procedure as required for issuance of the original permit. The fee for the second permit, as in the case of the original permit fee, shall be set by resolution by the City Council.

_____ _____

Owner Signature Applicant Signature (if not the owner)

Date:_____ Date: _____

Approval of the City:

Based on the information provided in this application, and attested to, by the applicant, I have reviewed the request and hereby approve of this application and permit for compliance on behalf of the City of New Hampton, Iowa.

_____

Signature of Public Works Director or Staff

Date: _____