

**TOWN OF NORWOOD  
SPECIAL CONSTRUCTION PERMIT REQUIREMENTS**

**ORDINANCE # 0809, SERIES 1994**

**AMENDED**

The Board of Trustees of the Town of Norwood, State of Colorado, at a regular meeting held in Town Hall at Norwood, Colorado, on the 13th day of September, 1994, did resolve, to-wit:

**WHEREAS,** any person or person, agents or employees of these persons must, prior to any excavation or disturbance of any facet of a Town street, R.O.W., or appurtenance thereto which is included on the Town street system within the boundaries of the Town of Norwood or owned by the Town of Norwood, comply with certain restrictions as listed below; and

**WHEREAS,** authority for the administration and enforcement of construction permits and access permits is derived from the 1973 Colorado Revised Statutes (C.R.S.) Sections 37-84-103; 38-5-101; 42-4-1207; 43-2-111; 40-2-147; 43-5-301; 40-5-307 and 32-1-1006.

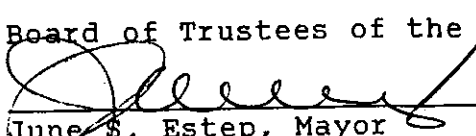
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Town of Norwood, in the interest of the public safety and general welfare that:

1. All activities must be commenced only upon approval of a Special Construction Permit and the payment of an application fee (per the fee schedule attached as Exhibit "A") by the Board of Trustees and/or that of the Public Works Director.
2. Each and every activity, other than normal public use of the Town streets and R.O.W.'s and appurtenances shall be considered as being included in this ordinance.
3. Each and every activity shall be considered as a separate incident, and each will be bonded by a surety and performance bond according to the scope of activity and to the satisfaction of the Board of Trustees and/or to the Town Public Works Director, or in the case of an established public utility company be covered by an approved letter of responsibility in form and substance approved and satisfactory to the Board of Trustees of the Town of Norwood.
  - a. A major project whereby more than one thousand dollars damage may be done to the streets, R.O.W.'s or appurtenances, and/or having a duration of more than ten (10) days, may be bonded by a project bond in the amount deemed necessary by Town authorities in charge. The amount of bond will be adequate to cover the cost of all possible foreseeable damages incurred.
4. Any private maintenance activity undertaken on Town streets shall be bonded, and under the supervision of Town authority.

5. In the event of damages being repaired by other than Town forces, performance must be guaranteed from all aspects, for a period of one year from the date of completion of repairs, and the bond will be released upon proof of satisfactory performance under actual conditions.
6. Each of those involved in any of the above activities must take all necessary precautions to protect the public from any danger attributable to said activities, all current OSHA standards for safety must be followed. Contractor must hold the Town, its agents, or employees, harmless and free forever of all liabilities concerning same. Uniform Traffic Code for size and placement must be followed.
7. In the event that the above requirements are not met and at all times current, by decision of the Board of Trustees and the Public Works Director, the bond posted must be forfeited, payable to the Town, and those who failed to perform must pay any and all additional expenses incurred, including all legal fees, court costs, and additional damages necessary and pertinent to the case.
8. All repairs must be made to place the street, R.O.W.'s and appurtenances back into a like condition prior to commencement of the project, or to meet or exceed Town street standards deemed acceptable at the time of completion of work.
9. Those performing the work will, upon notice by Town authority of failure to meet the above standards, immediately cease and desist from further action, except protecting the public, and public and private property from danger, until such notice is properly rescinded by Town authority.
10. All emergency repair work done by Town forces within and upon a damaged area will be paid for by those having caused the damage on a cost-plus basis and without recourse on the Town, its agents or employees. Failure to adhere to these regulations will be punishable by fines of \$100 per violation. Each day work on an unpermitted activity remains incomplete shall constitute a separate violation.
11. No excavation after November 1 or before April 1 except approved by the Town Board of Trustees or the Public Works Department.

Passed this 13th day of September, 1994.

Board of Trustees of the Town of Norwood

  
June S. Estep, Mayor

ATTEST:

  
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#### EXHIBIT A

The following fees and regulations shall apply to private access entrances and disturbances to the Town street, alley and public R.O.W. by other than Town forces:

1. Appropriate permit must be obtained before construction or any access from or other disturbances occur.
2. Private Driveway Permit from Town Street -- \$50.00.
3. Special Construction Permit for damage or disturbances to surface only -- \$50.00.
4. Special Construction Permit where street is to be cut for installation of utility lines, etc. -- \$50.00, plus appropriate bond, with follow-up inspection by Town Public Works Director.
5. All reclamation shall be done to Town specification before release of bond or other liability.

The above fees may be adjusted by the Town of Norwood in special or mitigating circumstances occur, to reflect degree of damage to streets.

- Copy Distribution  
1- Applicant  
1- Board of Trustees  
1- Public Works Department  
1- Town Clerk

Permit # \_\_\_\_\_  
Town Street \_\_\_\_\_  
Road District \_\_\_\_\_

**APPLICATION FOR SPECIAL CONSTRUCTION PERMIT**  
**Town of Norwood Public Works Department**  
**PO Box 528**  
**Norwood, CO 81423**

Applicant: Please print or type.

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_  
Address \_\_\_\_\_ Date of Application \_\_\_\_\_

Applicant hereby requests permission and authority from the Board of Trustees for a Special Construction Permit, which will entail disturbance of the Town Street and/or Right-of-Way only in the area and to the extent herein described.

Applicant submits herewith for the consideration and approval of the Board of Trustees, their agents and employees, a sketch or blueprint of the proposed disruption, showing all necessary specifications and detail, as an attached part of this application.

The Applicant binds and obligates himself to perform said work in concurrence with the Ordinance #1994-0809 as passed and adopted on September 13, 1994 during a regular meeting held in the Town Hall in Norwood, Colorado.

The Applicant, in submitting this application to which his signature is attached, signifies that he is full aware of the conditions contained in the above Ordinance, and that he will at all times abide by those conditions.

Project Description \_\_\_\_\_  
\_\_\_\_\_

The applicant understands that no work may commence until the necessary approval is given, and the necessary bond has been posted with the Town.

Note to Applicant: This permit shall be made available at the site where and when work is being done.

\_\_\_\_\_  
Signature of Applicant

**SPECIAL CONDITIONS**  
(To be filled in by Town of Norwood)

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Permit granted this \_\_\_\_\_ day or \_\_\_\_\_, 20\_\_\_\_ subject to the provisions, specifications and conditions stipulated herein;

Bond Amount \_\_\_\_\_ Date Posted \_\_\_\_\_

Type of Bond \_\_\_\_\_ Bonding Co. \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_  
Norwood Public Works Director Mayor of Town of Norwood