



Permit Fee		
Trench	Year Paved	Cost
#1		
#2		
#3		
Base Fee		\$216
Total		
Permit #		
* R-O-W Closure?		

Application For:

Public Works Excavation Permit

This permit covers the cutting and excavation of streets or alleys within the City of Ashland. The applicant must provide a description of the purpose for the excavation and also a **site map** showing the location of the excavation. Permission to cut the surface of streets must be in accordance with Ashland Municipal Code 13.12, the General Provisions Regulating the Cutting or Excavation of Streets or Alleys and the City of Ashland Standard Specifications for Public Works Construction. ***Applicant shall call to request inspection of trench 24 hours prior to excavating the trench. Paving contractor shall call 12 hours prior to patching to request the final inspection. For inspections call 541-488-5347.***

Owner Information

Owner's Name _____
Mailing Address _____
Phone Number _____
Applicant email _____

Contractor Information

Contractor's Name _____
Mailing Address _____
Office / Cell Phone Number _____
CCB Number _____
Paving Contractor _____ CCB# _____

Applicant Name _____ Applicant Signature _____ Date _____

Site Information

Site Address _____ Block (between X & Y Streets) _____
Estimated Start Date _____ Estimated Project Duration _____

Project Information

Excavation to be within:

☐ Paved Street ☐ Non-paved Street ☐ Sidewalk
☐ Alley ☐ Non-paved Alley ☐ Other _____

Purpose:

☐ Sewer Line ☐ Water Line ☐ Storm Drain ☐ Electrical ☐ Gas ☐ Phone ☐ Cable ☐ Other _____

Trench #1 Size: L _____' x W _____' x D _____'

Trench #2 Size: L _____' x W _____' x D _____'

Trench #3 Size: L _____' x W _____' x D _____'

For Staff Use Only

Received by: _____ (provided Standard Specifications to client) Approved by: _____

Inspection	Comments	Approval / Signature	Date
Connection			
Backfill			
Paving			

Additional Conditions of Approval:

Provide traffic control plan per MUTCD standards

☐ Pre-Qualified

☐ Active Business License

DEPARTMENT OF
PUBLIC WORKS

20 East Main St
Ashland, Oregon 97520
www.ashland.or.us

Fax: 541-488-6006
TTY: 800-735-2900
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Street or Alley Excavation and Cut Permit \$216.00

This permit will be issued for the cutting and excavation of streets or alleys in the City of Ashland jurisdiction. The applicant must provide a description of the purpose for the excavation and also a site map showing the location of the excavation. Permission to cut the surface of streets must be in accordance with Ashland Municipal Code 13.12 and the General Provisions Regulating the Cutting or Excavation of Streets or Alleys and the City of Ashland Standard Specifications for Public Works Construction. Plowing of utility lines within City of Ashland street right-of-ways, alleys, or public easements is not permitted.

Additional Street Cut Fee Table

The excavation and cut permit fee is \$216 plus the additional street cut fee as calculated based on the table below, if the street is paved.

Age of Street Pavement*	<i>Excavation Fee</i>	
	Longitudinal	Transverse
Less than 5 years	\$3.50 / linear foot of excavation	\$7.00 / linear foot
Between 5 and 10 years	\$3.00 / linear foot	\$6.00 / linear foot
Between 10 and 15 years	\$2.00 / linear foot	\$4.00 / linear foot
Over 15 years	\$1.00 / linear foot	\$2.00 / linear foot

*Any trench cut that extends past the 8-foot mark from the curb, requires a right-of-way closure permit.

**Age of street pavement will be calculated based upon the period of time since the street where the excavation occurs was resurfaced, overlaid, or reconstructed. This will be measured from the fiscal year in which such work was completed to the fiscal year when a permit is issued for excavation. The City of Ashland will maintain these records.

***Fee is based upon a trench width of 36 inches or less. If the trench or cut is more than 36 inches in width, the fee will be recalculated based upon a pro-rated square foot basis.

