



CITY OF SOUTH PASADENA

Public Works Department

1414 Mission Street - South Pasadena - Ca. 91030 - (626) 403-7240

Email: publicworkspermits@southpasadenaca.gov

EXCAVATIONS IN PUBLIC RIGHT OF WAY

Permit Number: _____

Permit Fees: Utility Trenches<=100LN.FT: \$675.00

Utility Trenches>=100LN.FT: \$819.00 + Inspection \$.64/ LN.FT

TOTAL: \$ _____

Owners Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Tele: _____ fax: _____

Contractor: _____

Address: _____

City: _____ State: _____ Zip: _____

Tele: _____ fax: _____

City Bus. Lic. No.: _____ State Lic. No.: _____

Excavation Dates - from: _____ to: _____

Location: _____

Description: _____

A copy of the following current items is required prior to issuance of a Public Works permit:

- Certificate of General Liability Insurance Naming The City Of South Pasadena As Additional Insured. (Minimum combined limit of \$1,000,000.)
- Certificate of Workmen's Compensation Insurance.
- U.S.A. #: _____

The Applicant Agrees To The Following Conditions When This Permit Is Issued:

1. No work shall be done on public property until a permit has been issued.
2. No tree roots shall be cut without prior approval from the City Engineer.
3. When any trench is greater than (5) feet in depth the following will be required:
 - A. Shoring per CAL-OSHA requirements.
 - B. A ladder must be kept within the trench for access.
4. All streets must be saw cut before installing temporary patch.
5. No tunneling except under curbs and gutters as approved by the City.
6. Dirt left in the public right-of-way will be removed by the Street Division without notice.
7. No overnight storage or construction in the roadway without prior approval of the City Engineer.
8. Approved lighted barricades are required day and night on a trench which does not have a patch and on any material which is temporarily stored in the public right-of-way.
9. Whenever two-directional traffic is reduced to less than eighteen (18) feet a flagman will be required. Traffic control shall conform to the Work Area Traffic Control Handbook (W.A.T.C.H. Manual).
10. A temporary patch is required and must be installed by the applicant immediately after the trench is back-filled. Defective patches will be replaced by the City at the contractor's expense.
11. Compaction required as specified below and is subject to approval by City Engineer:
 - A. Contractor may elect to backfill with imported or excavated soil. All soil must be approved by a Soil Engineer and compaction methods shall be as directed by the Engineer. Compaction reports shall be required. Minimum compaction shall be 90-95 percent per "Greenbook" Standards. or
 - B. Contractor may elect to backfill with Class-2 c.a.b. material. or
 - C. Contractor may use minimum 1-sack concrete slurry as backfill per "Greenbook" Standards. No reports required if this method is used.
12. Material and method of construction shall conform to applicable sections of the "Greenbook" Standards and by additional conditions as may be attached specifically to the project by the City Engineer.
13. Any overtime costs incurred by the City (As related to the permitted work) shall be paid for by the contractor.

Applicant's Signature: _____ Date: _____

** For Office Use Only **	
Approved or Denied (circle one)	By: _____ Date: _____
Initial Inspection By: _____ Date: _____	
Comments: _____	
Final Inspection By: _____	
Comments: _____	