

# APPLICATION FOR STREET EXCAVATION PERMIT

CITY OF STE. GENEVIEVE  
165 S. FOURTH STREET  
STE. GENEVIEVE, MO 63670

INSTRUCTIONS: All persons wishing to perform excavations in any street, alley, or right of way must first apply for and obtain an Excavation Permit from the City of Ste. Genevieve please answer all questions thoroughly and attach all required documentation.

Person/Firm Performing Excavation: \_\_\_\_\_

Excavator's Address: \_\_\_\_\_

Excavator's Telephone Number: \_\_\_\_\_

Applicant's Driver's License No.: \_\_\_\_\_

Location/Address of site to be Excavated: \_\_\_\_\_  
\_\_\_\_\_

Size of Excavation: width \_\_\_\_\_ft x length \_\_\_\_\_ ft

Reason for Excavation: \_\_\_\_\_  
\_\_\_\_\_

Date/Time to Begin Excavation: \_\_\_\_\_  
DATE TIME

Date/Time to Complete Excavation: \_\_\_\_\_  
DATE TIME

ATTACHMENTS: THE FOLLOWING DOCUMENTATION IS ATTACHED TO THIS APPLICATION:

- |   |   |
|---|---|
| <input type="checkbox"/> Proof of Liability Insurance | <input type="checkbox"/> Restoration Fee          |
| <input type="checkbox"/> \$100.00 Deposit             | <input type="checkbox"/> New Construction Penalty |

## CERTIFICATION

I hereby certify that all information contained in this application is true and accurate to the best of my knowledge and belief. I also certify that I have been provided with copies of the City of Ste. Genevieve's Ordinance No. 2629 relating to street excavation and the City Engineer's Specifications for Excavation Work and agree to fully comply with these regulations.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**STREET EXCAVATION PERMIT  
CITY OF STE. GENEVIEVE, MISSOURI**

Name of Excavator: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

The persons named above are hereby authorized by the City of Ste. Genevieve to perform the following excavation:

Location of excavation: \_\_\_\_\_

Size of excavation: \_\_\_\_\_

Date/Time Permit Begins: \_\_\_\_\_

Date/Time Permit Ends: \_\_\_\_\_

- Conditions of the Permit:
- Keep work site free of debris
  - One lane of traffic remain open
  - Barricades Required
  - Flashing lights required
  - Other \_\_\_\_\_

STREET SUPERINTENDENTS APPROVAL: \_\_\_\_\_

CITY ADMINISTRATOR'S APPROVAL: \_\_\_\_\_

DATE: \_\_\_\_\_

Excavator must present this permit when requested by City personnel. This permit does not relieve the excavator or responsibility for contacting utility companies to locate underground utilities.

**\*\*PLEASE SUBMIT \$25.00 FEE WITH APPLICATION\*\***

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AN ORDINANCE REQUIRING PERMITS TO MAKE EXCAVATIONS IN ANY PUBLIC STREET OR WAY; PROVIDING FOR THE ISSUANCE OF SUCH PERMITS; PROVIDING REGULATIONS FOR THE MAKING OF SUCH EXCAVATIONS; PROVIDING FOR BOND AND LIABILITY INSURANCE COVERAGE ON PERSONS MAKING SUCH EXCAVATIONS; PROVIDING FOR MAKING OF EMERGENCY EXCAVATIONS AND PROVIDING PENALTIES FOR VIOLATIONS OF THIS ORDINANCE.

Sponsored by Alderman David Armbruster, Ward 3

BE IT ORDAINED BY THE STE. GENEVIEVE BOARD OF ALDERMEN AS FOLLOWS:

SECTION 1. PERMIT REQUIRED. No person, firm or corporation shall make or cause to be made within the City of Ste. Genevieve, Missouri, any excavation in any public street, place, walkway, right-of-way, or easement unless and until a permit for such excavation has first been obtained from the City Administrator in accordance with the further provisions of this ordinance. No exception to this ordinance shall be permitted except:

- (a) Public work done by authority of the State Highway Commission or the Board of Aldermen of the City of Ste. Genevieve, Missouri; and,
- (b) Emergency work done under provisions of Section 13 of this ordinance.

Excavation Permits shall not be transferrable.

SECTION 2. APPLICATION PROCEDURE. Application for an excavation permit shall be made in writing to the City Administrator. The application shall contain information regarding the purpose, location, and size of the proposed excavation and the approximate time when work thereon will be commenced and completed. A separate permit shall be required for each and every excavation. Before any excavation permit is issued the applicant shall furnish proof of liability insurance which will save harmless the City of Ste. Genevieve from all claims for damages arising from the prosecution of the work, all as further set forth in Section 12 of this ordinance. Each person, firm, or corporation which seeks one or more excavation permits from the City of Ste. Genevieve shall, prior to the issuance of such permit, deposit and maintain with the City Collector the cash sum of One Hundred Dollars (\$100.00) as a standing deposit or performance bond to secure compliance with the provisions of this ordinance. This deposit, or the balance remaining therein, if any, shall be refunded to the person, firm or corporation making and maintaining such deposit upon such person, firm, or corporation's certification that he or it no longer intends to engage in any activity involving excavations within the City of Ste. Genevieve under the provisions of this ordinance and after deduction from said deposit of all amounts due the City for securing compliance with the provisions of this ordinance.

SECTION 3. EXCAVATION SITE. In making an excavation in any public place,

the excavated materials shall be placed where they will cause the least possible inconvenience to the public. The width of the excavation shall be no greater than necessary for doing the work. Adequate provisions for proper drainage of the area surrounding the work shall be maintained at all times.

**SECTION 4. WORK TO COMPLY WITH SPECIFICATIONS.** Excavations made in or under streets, walks, or driveways are to be backfilled with granular material thoroughly compacted into place as specified in the City Engineer's "Specifications for Excavation Work" and the pavement surface restored to its original best condition. In such locations, excavation materials are to be removed from the site of the work as soon as practical after excavation is made and no such material unduly allowed to accumulate on the site. The location of the work shall be swept and cleaned following the excavation work.

Approved granular backfill material shall be composed of either crushed rock or crushed gravel, free of clay lumps, trash or dust sized particles. The maximum size shall not exceed one inch. Quarry materials or gravel are to be placed in horizontal layers no greater than a loose thickness of ten (10) inches and shall be densified by mechanical tamping or vibration. The minimum density of such material shall be not less than 105 pounds per cubic foot dry weight basis. The contractor shall present written documentation from an acceptable testing laboratory to the City Street Superintendent that such compaction has been achieved. As an alternative to the use and compaction of granular backfill as defined in this section, excavations may be filled with a placement of "lean mix backfill", a mixture of portland cement, granular aggregates, water, and fly ash, mixed and applied as specified in the City Engineer's "Specifications for Excavation Work". In instances where such lean mix backfill is used in the repair of street excavations, contractors shall not be required to test or document the extent of compaction achieved.

**SECTION 5. EXCAVATION IN GRASS AREA.** Excavations in parkways, outside of paved areas of streets or walks, may be backfilled with earth, and all grass areas returned to their original condition. Earth backfill shall be in accordance with the City Engineer's "Specifications for Excavation Work".

**SECTION 6. RESTORATION.** The work of placing, compacting, backfilling and resurfacing excavated areas is to be performed at the sole cost of the person, firm, or corporation making the excavation. When the person, firm, or corporation is not sufficiently qualified to perform resurfacing work, as determined by the Street Superintendent, the City Street Department may perform such work and make the necessary charges as outlined in Section 8 of this ordinance. Contractors and utility companies engaged in the construction, replacement, or repair of utility lines in paved areas shall be required to perform backfilling and repaving operations as part of the construction or replacement project and to furnish the City of Ste. Genevieve satisfactory guarantee covering performance of the work in accordance with City specifications. Representatives of the City of Ste. Genevieve shall be permitted to inspect any and all backfilling or restoration work performed in compliance with the requirements of this ordinance. All such

restoration work shall be completed in a reasonably prompt manner as negotiated with the Street Superintendent.

**SECTION 7. ONE YEAR GUARANTEE PERIOD.** When the restoration work referred to in Section 6 is completed by the person, firm, or corporation making or causing to be made, the excavation, the street surfacing so replaced shall, for a period of one year following the date of restoration, be the responsibility of the excavator, who shall bear all costs of maintenance on the repaired portion for such time. Failure to comply with the requirements of this section shall constitute a violation of the ordinance and the City may in addition to prosecution for violation, use such portion of the bond deposit provided in Section 2 as is necessary to maintain or repair unsatisfactory replacement of a street surface, and no further permits shall be issued to any person, firm, or corporation whose bond deposit has been thus depleted or diminished.

**SECTION 8. FEES FOR RESTORATION.** The approximate cost of repaving, when performed by the City of Ste. Genevieve for the person, firm, or corporation desiring to make the excavation, shall be estimated at the time the application for excavation permit is submitted; and such cost, so estimated, shall be deposited with the City Collector as a prerequisite to the issuance of the permit. The City's estimate of the cost of restoring an excavated street shall include the cost of all materials, labor and benefits, and reasonably estimated equipment rates. Upon completion of the repaving by the City, the actual, final cost of the work performed shall be determined and if such final cost is less than the original estimate, a refund will be made; if it is greater, an additional charge will be made for the difference and no subsequent permit will be issued until such balance has been paid.

**SECTION 9. NEW CONSTRUCTION.** When contractors or utility companies have been given notice of construction or resurfacing of streets, walks, alleys or ways at least 45 days in advance by the City Administrator, no excavations shall be permitted on such new streets, walks, alleys or ways for a period of five (5) years unless in an emergency and where tunneling or other suitable methods cannot be employed. No excavations on new streets will be permitted except by permission of the Street Superintendent where public health or safety is endangered. A penalty equal to three (3) times the restoration cost, as specified in Section 8, during the first two years, and twice the restoration cost during the three remaining years shall be assessed for excavations in such cases, except when the Street Superintendent certifies such work to be necessary to protect the public health or safety.

**SECTION 10. NON-OBSTRUCTION.** All excavations shall be made in such manner as not to inconvenience or interfere with the public use or travel upon the streets, avenues, sidewalks, or other public use places when possible. When such use is unavoidably obstructed, the person making the excavation shall exercise all reasonable dispatch in prosecuting the work so that the public use will not be obstructed beyond a reasonable time. In cases where excavations are made entirely across a public highway, and adequate detour for traffic is not available, a substantial driveway shall be maintained across such excavation until such excavation is refilled. Detours may not be

established except on special permit from the Street Superintendent and then only after notice to the Fire Department, Police Department, and ambulance service of the City. All sidewalks, crosswalks, curbs, gutters, streets, avenues, alleys, or public places disturbed, interfered with or injured in making any excavation, shall be restored, replaced, and repaired to as good condition as they were before such excavation was made.

SECTION 11. PROTECTION OF EXCAVATION. Every person, firm, or corporation who shall make or cause to be made any excavation in or adjoining any public street, alley, highway, or public place, shall provide, erect, and maintain at all times along the excavation all such barricades, signs, lights, and warning signals as may be necessary to protect the public from the hazards arising from the operation.

SECTION 12. INSURANCE. Every applicant for an excavation permit shall register with the City proof that the applicant is maintaining liability insurance in the sum of \$1,000,000.00 for any injuries or damages received or sustained by any person, persons, or property on account of the excavation work or on account of or in consequence of any neglect in safeguarding the work. Said insurance shall be carried in a firm or corporation which has been licensed or permitted to carry on such business in the State of Missouri, and shall be kept and maintained continuously in force and effect so long as the excavation work shall be in process. A verified copy of the insurance policy shall be filed with the City Administrator with the certificate of the Insuror that the policy is in full force and effect and that said insurance will not be altered, amended, terminated or ended without notice having been given to the City. In lieu of the insurance herein provided, the applicant may deposit a corporate or other surety bond in the penal sum of \$1,000,000.00, conditioned that he will pay any judgement recovered by any person or persons injured or property damage incurred, on account of the excavation work or on account of or in consequence of any neglect in safeguarding the work. In the event the insurance policy provided for herein lapses and is not immediately renewed, or any bond terminates in any manner whatsoever and a substitute in lieu thereof is not deposited, the permit for said excavation shall be immediately revoked.

SECTION 13. EMERGENCY EXCAVATIONS. In case of an emergency where the public health or safety is in danger and the office of the City Street Superintendent is not open, the provisions of this ordinance relating to the issuance of permits prior to commencement of work of excavation shall not apply. In such case the person, firm, or corporation making the excavation shall notify the Police Department of the City that the emergency work is being commenced and the location thereof, and the work may proceed immediately, following the provisions set forth in this ordinance. Final resurfacing or temporary patches shall not be applied to the excavation until such time as the City Street Superintendent has inspected and approved the backfill and issued a permit therefor. Application for the permit shall be made on the first day which the office of the City Administrator is open after the work is commenced.

SECTION 14. PENALTY. Any person, firm, or corporation who violates any

of the provisions of this ordinance, or who shall make or cause to be made any excavations in violation of the terms of this ordinance, may, upon conviction, be fined up to Five Hundred Dollars (\$500.00), or be imprisoned for not more than ninety (90) days, or suffer both such fine and imprisonment.

SECTION 15. REPEALER. All ordinances and parts thereof in conflict with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 16. SEVERABILITY. The invalidity of any section, clause, sentence or provision of this ordinance shall not affect the validity of any other part of this ordinance which can be given effect without such invalid part or parts.

SECTION 17. EFFECTIVE DATE. This ordinance shall be in force and effect from and after the date of its passage.

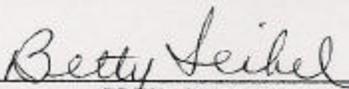
DATE OF 1ST READING: October 24, 1991  
DATE OF 2ND READING: November 14, 1991  
DATE OF 3RD READING: November 26, 1991

PASSED AND APPROVED THIS 26th DAY OF November, 1991 BY THE SAINTE GENEVIEVE BOARD OF ALDERMEN ON A ROLL CALL VOTE RECORDED AS FOLLOWS:

ALDERMAN	YES	NO	ABSTAIN	ABSENT
Michael Jokerst, President	X			
Warren Lewis	X			
Thomas Steiger	X			
David Armbruster	X			
Paul Roth	X			
Wallace Roth	X			
Marvin Basler	X			
James Weiler	X			

  
\_\_\_\_\_  
WILLIAM E. ANDERSON, MAYOR

ATTEST:

  
\_\_\_\_\_  
CITY CLERK

CITY OF STE. GENEVIEVE, MISSOURI  
PUBLIC RIGHT-OF-WAY EXCAVATION  
ORDINANCE NO. 2629

SPECIFICATIONS FOR EXCAVATION WORK

1. General

All excavation work in rights-of-way shall be performed in accordance with ordinance number 2629, and these specifications. These specifications are intended to supplement the ordinance requirements.

2. Excavation

The sidewalk, driveways or street pavements to be excavated shall be saw cut or tool cut to provide a neat edge for pavement removal. Only saw cutting shall be allowed in concrete pavement and thru concrete curb and gutter. Excavation shall be carried out so trench walls are vertical or nearly so. Shoring shall be provided as necessary to prevent caving of adjacent soil and pavement into the trench. Trenches shall be as narrow as possible to allow the installation or repair of the utility line, and to allow proper backfilling.

3. Backfill

- a. Material - Granular backfill material shall be crushed stone or crushed gravel and screenings conforming to the following gradation:

<u>Sieve</u>	<u>% Passing By Weight</u>	
	<u>Maximum</u>	<u>Minimum</u>
3/4"	100	100
1/2"	45	35
#100	10	5

This same material may be used for pipe bedding. Bedding up to a point one foot above the utility line may be lean mix concrete. All granular backfill from 1 foot above the utility line to the pavement subgrade shall be crushed stone or gravel and screenings.

As an alternate to granular backfill, the trench may be filled with lean mix backfill. This material is also known

as controlled low strength material (CLSM) or unshrinkable fill. It shall consist of Type I Portland Cement, Class 'C' Fly Ash and River Sand. Approximate proportions of the mixture per cubic yard are 100 lbs. of cement, 300 lbs. of fly ash, 3,000 lb. river sand and 60 gallons of water. The mixture may be adjusted to make the backfill more flowable, but cement shall always comprise at least 20% of the total weight of Cementitious material and the 28 day compressive strength shall be in the range of 90 psi to 130 psi and the slump shall be 9" to 11". The mixture shall be proportioned at a ready-mix concrete plant and delivered to the site in ready-mix trucks except small batches may be mixed on site in a portable mixer. Portland cement shall conform to ASTM Specification C-150; sand shall conform to fine aggregate as specified in ASTM C-33 and fly ash shall conform to ASTM Specification C 618 Class C.

Earth backfill shall generally consist of the earth excavated from the trench unless the earth contains cobbles, stones larger than 3", trash and debris or large amounts of organic matter. If suitable earth material is not available from the trench excavations then suitable earth material shall be imported. Top soil shall be stockpiled during excavation for use as the top 6" of backfill, and shall not be used elsewhere in the backfill.

- b. Installation - Granular backfill shall be placed in 10" thick loose lifts and compacted with mechanical compaction equipment consisting of vibrating plate compactors, steel wheel rollers, air powered tampers or other approved equipment. Compaction by water jetting is not allowed. Compaction of trenches under streets and driveways shall continue until each lift obtains at least 90% of maximum density of the backfill material as determined by ASTM Specifications D-1557, modified proctor. Under sidewalks the backfill shall be compacted to obtain at least 85% maximum density. Compacted granular fill shall be completed to the surface of the sidewalk, street or driveway and used as a temporary surface until pavement restoration is completed.

Earth backfill shall be placed in grassy areas of easements and right-of-way trenches and shall be placed and compacted as specified for granular backfill except that compaction shall continue until each lift obtains at least 85% maximum density. The top 6" of earth backfill shall consist of previously excavated and stockpiled top soil.

Lean mix backfill shall be placed as discharged from the ready mix truck around the utility and to the surface in a continuous placement, provided the utility will not be

subject to flotation. No vibration nor compaction is required. The ends of backfill placements shall be bulkheaded with earth stanks, sandbags or other means suitable to keep the backfill material in its intended place. The utility line may be installed in a bedding of granular material during installation and the lean mix backfill material placed above the pipe bedding. The lean mix backfill may be brought to the surface and opened to traffic as soon as the material has set sufficiently to support the applied loads. Lean mix backfill may be placed to the subgrade elevation of the pavement and the pavement replaced within 12 hours of placing the backfill.

#### 4. Surface Restoration

Concrete street pavement shall be restored with 8" thick non-reinforced concrete pavement. Finishing and joints of the restored pavement shall match the existing pavement. Concrete shall contain a minimum of 5.5 sacks of cement per cubic yard. Cement shall be Type III, High Early Strength. Concrete shall be air entrained (4% - 6% by volume) and shall have a minimum twenty-eight (28) day compressive strength of 3,500 psi.

Concrete driveway pavement shall be 6" thick and of the same specifications as street pavement concrete. Sidewalk and curb and gutter concrete shall use Type I Portland Cement. Sidewalk thickness shall match the existing sidewalk thickness with a minimum thickness of 4" Concrete curb and gutter shall match the existing with a minimum gutter thickness of 6".

Asphalt pavement shall be restored using a commercial hot plant mix bituminous surface course, approved by the City. The mixture shall be placed by hand to a maximum thickness of 4" per lift, and compacted with a minimum of three passes of a steel wheel roller weighing between 5 and 8 tons or a vibrating steel wheel roller that shall exert the same force as a 5 - 8 ton roller. Prior to placing asphalt surface course the backfill material shall be primed with MC-30 prime oil, applied at a rate of between 0.30 and 0.50 gallons per square yard. See the attached sketch for pavement restoration details.

All earth backfill shall be seeded, fertilized and mulched and a grass growth established. The surface shall be raked and all rubble, rocks, broken concrete and debris removed prior to seeding. The excavator shall water the seed until established.

During inclement weather or cold weather when pavement cannot be restored or the earth backfill seeded, the excavator shall maintain a temporary surface for traffic, and shall restore pavement and perform seeding operations as soon as weather permits.

City of Ste. Genevieve  
 P.O. BOX 112  
 Ste. Genevieve, MO 63670  
 (314) 883-5400

JOB Specifications for Excavation Work  
 SHEET NO. 4 OF 4  
 CALCULATED BY NH DATE 12-91  
 CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 SCALE None

