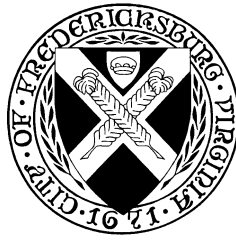


Diane Beyer
Director of Public Works



City of Fredericksburg
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P.O. Box 7447
Fredericksburg, VA 22404-7447
Telephone: 540 372-1023
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SPECIAL EXCAVATION PERMIT

Date: _____

Applicant/Permittee: _____

Company Name: _____

Company Address: _____

Email: _____ Phone: _____

Alternate Phone: _____ Proposed Work Date(s): _____

Project Location: _____

Project Description: _____

The City of Fredericksburg is not responsible for injury or damages caused or sustained by the Permittee, its agents, or its contractors. **From the initiation of the work until the restoration of the site has passed final inspection, the Permittee shall remain responsible for securing the site of the excavation at all times.**

The approved Contractor performing work within the Public Right of Way (ROW) is responsible for notifying the Building and Development Services Division at (540) 372-1080 to schedule all required inspections. The Contractor must follow all requirements listed below, and it is understood that a representative of the City may at anytime suspend these approved activities if it is in the best interest of the City.

Work Area Protection

- 1. Notification of Road Closure.** Where it becomes necessary to close a road for any period of time, the Applicant and/or his Contractor shall notify Public Works at least (7) days in advance. The Applicant/Contractor must at that time submit a traffic control plan in writing to Public Works. Work shall not proceed until written approval is given by Public Works. Public Works shall notify the public at least (24) hours in advance of a road to be closed.

2. **Traffic Plan Required.** Applicant/Contractor must submit a traffic control plan in accordance with the current version of the Virginia Work Area Protection Manual (www.VirginiaDOT.org) anytime work will affect City streets.
3. **Signs.** Information and warning signs, portable or semi-portable, shall be provided at the place of excavation and at the Applicant/Contractor's expense to inform and warn the public. The name(s) and phone number(s) of the Applicant and/or his Contractor shall appear on said signs, so that police patrols, inspectors, and others may call responsible individuals in the event of accidents, injuries, safety hazards, malfunction of lights, or other reasons.
4. **Barricades.** All barricades, obstructions, and soft shoulder shall be marked in a conspicuous manner.
5. **Lights.** Adequate warning lights shall be used between sunset and sunrise.
6. **Detours.** Safe and proper detours shall be provided and maintained during construction.
7. **Flagmen.** Certified Flaggers shall be provided where the flow of traffic is affected. On major roadways, advance warning signs advising of the presence of flaggers shall be posted in both directions. The flaggers shall be equipped with plainly visible flags and/or signs with which to signal traffic.
8. **Maintenance.** The work zone shall be maintained in a safe condition at all times to protect the public from any safety hazards and to cause the least amount of inconvenience to the public.

General Requirements

1. All equipment and machinery used on the site of an excavation operation shall be constructed, maintained, and operated in such a manner as to minimize dust, noise, vibration, smoke, welding, lights, odor, and other pollution.
2. All workers shall conduct themselves in an appropriate manner. Loud and/or foul language will not be tolerated.
3. All workers shall wear safety vests and hard hats at all times while working in or on any City street or Right of Way. Failure to comply will result in a stop work order until compliance is achieved.
4. All trash, both personal and construction material related, must be removed and disposed of before leaving the site.
5. Fencing or other suitable barriers shall be created and maintained on the excavation site or on portions of the site to mitigate the inherently dangerous conditions related to the excavation.
6. Backfill in non-paved areas must be of such material as will encourage natural vegetation to reappear.
7. The graded or back-filled area shall not be contoured so that it will collect and permit stagnant water to remain thereon.
8. The peaks and depressions of the excavation area shall be reduced to a surface which will result in level or gently sloping topography in substantial conformity to the surrounding land area and which will minimize erosion due to rainfall.
9. Material for backfill under paved areas shall be of a select nature. All large broken concrete, peat, decomposed vegetable matter, and similar materials obtained from the excavation shall be removed

from the site prior to the beginning of backfilling. All backfill shall be in accordance with VDOT standards and placed in layers or lifts. Compaction shall be obtained by mechanical rollers, tampers, or other improved means. Stone material used for backfilling shall be properly moistened or watered to the correct moisture content to ensure proper compaction. No frozen material shall be used for backfill under paved surfaces. The intent of this provision is to ensure that the dry density of the backfill under pavements, sidewalks, curbs, and other structures shall be not less than that of the surrounding undisturbed soil.

10. Any structure or service line to include water, sewer, storm, or conduit shall remain exposed until inspected and/or tested by the authorized representative from the City. Failure to comply will result in a re-inspection fee of (\$102.00) to be paid and will require the removal of backfilled materials to allow for inspection/testing of said lines at the expense of the Applicant/Contractor. **Safety protection such as barricade fencing must be maintained around all open excavated areas. No open holes will be permitted overnight.**
11. All structures and service lines shall be bedded in stone according to VDOT standards.
12. Water lines across City ROW to meter must be copper. All copper service lines shall be bedded and encapsulated utilizing stone dust or sand. Copper pipe ¾" and 1" is to be type K soft copper and 1 ½" and 2" shall be rigid type K in accordance with ASTM B88.
13. All structures and service lines shall be installed according to the **City of Fredericksburg's Construction Specifications and Standards Manual** available in the Building and Development Services Department or on the City website at <https://www.fredericksburgva.gov/927/Design-Standards-Manual> . No deviation from the requirements of this manual is permitted without the prior written permission of the Director of Public Works.
14. Appropriate Erosion and Sediment controls shall be utilized where needed.
15. Pollution prevention measures shall be used to prevent inappropriate discharge into the storm sewer system. Examples of such measures include but may not be limited to dewatering devices, storm inlet protection, dumpster covers, and concrete wash out facilities. Measures must be identified when making application.

Restoration of Surface Required

1. Any person making any excavation or tunnel in or under any public street, alley or other public place shall, at his own expense, restore the surface to its same type and depth of pavement as that which is adjoining, including the gravel base material with a four inch (4") minimum compacted asphalt hot plant mix. All restoration shall conform to the standards and regulations promulgated by Public Works, and all restorations shall be accomplished within seventy-two hours from the time of the excavation, unless additional time is granted in writing by Public Works. If, within the preceding three (3) years, the City has resurfaced the pavement, the Applicant/Contractor shall be responsible for resurfacing the entire width of the excavated pavement, from curb to curb.
2. Public Works has authority to suspend operations under excavation permits when climatic changes would prevent proper restoration of pavement surfaces.
3. Restoration shall be a T-cut; this requires the excavator to restore the road surface a minimum of one (1) foot on each side of a cut. If a cut is more than one quarter (1/4) of the road surface, the excavator must overlay the entire road surface.

4. All concrete curb/gutter/sidewalk removed due to excavation or construction equipment damage must be replaced in accordance with **City of Fredericksburg's Construction Specifications and Standards Manual**. *The only exception is if a prior agreement that the City shall restore roadway pavement or concrete curb/gutter/sidewalk is in place. In this event, the excavation shall be brought to finished grade with approved materials until such time as restoration is initiated by the City.*

Inspections

1. **General.** Excavation Inspections will be made to ensure that all work done under the permit is performed in a good workmanlike manner. Inspections will be made by the Public Works Construction Inspector and/or Building and Development Inspectors.
2. **During Construction.** The Inspector may make inspections at any time during the construction period. If the work is not progressing satisfactorily for the protection of the City and the public, or if any part of the work is found to be sub-standard and not in accordance with these specifications, then the Inspector will notify the person or persons responsible. If corrective action is not taken, the City shall be authorized to employ a third party contractor or representatives of the City to finish the work in a good workmanlike manner, and any and all costs and expenses for same shall be immediately paid by the Applicant/Contractor to the City, or a claim will be made on the Applicant's bond, at the option of the Director of Public Works.
3. **Final.** The Applicant and/or his Contractor will notify the Inspector when the work is completed. Applicant/Contractor will request a final site restoration inspection of the excavated area through Building and Development Services. Such final inspection will be scheduled and dispatched to the Inspector who will then determine the time in which the final inspection is to take place. The Applicant/Contractor **MUST** be on site with no exceptions to receive the report from the Inspector. If the Applicant/Contractor is not present, the final inspection shall be documented as a failure and a re-inspection fee of \$102.00 shall be paid before a re-inspection can be requested.
4. If failing conditions require re-inspection, a re-inspection fee of \$102 may be charged.
5. Approval of this permit does not relieve the contractor of responsibility to perform the work in accordance with all applicable local, state, and federal laws, codes, regulations, and requirements for items which have been missed or omitted.

These items must accompany this application:

- Site Drawing of Proposed Project**
- Certificate of Liability Insurance with *City of Fredericksburg* as Additional Insured**
- Commonwealth of Virginia Contractor's License**
- Responsible Land Disturber (RLD) Certificate** (if over 2,500 sq. ft. to be disturbed)
- Fredericksburg Business License** (or proof of exemption from Commissioner of the Revenue)
- Check for Sidewalk Replacement made out to *City of Fredericksburg*. The cost is \$375 per panel for concrete sidewalks and \$625 for brick sidewalks up to 25 square feet. Any area in excess of 25 sq. ft. will cost \$20 per sq. ft. in addition to the \$625 base charge.**
- Check for Tree Replacement made out to *Tree Fredericksburg*. Cost is \$300 per street tree removed or damaged.**
- Traffic Control Plan**

By signing below, I agree to comply with all of the terms and conditions listed above.

Requested By:

Approved By:

Printed Name of Applicant

Printed Name

Signature of Applicant

Signature

Date

Date

Date of Inspection: _____ **Inspected By:** _____

Passed / Failed (*circle one*) **Comments:** _____

Date of Re-inspection: _____ **Inspected By:** _____

Passed / Failed (*circle one*) **Comments:** _____

Date of Re-inspection: _____ **Inspected By:** _____

Passed / Failed (*circle one*) **Comments:** _____

Revised 06/29/2020
KLA