



APPLICATION FOR PERMIT - EXCAVATION IN PUBLIC RIGHT OF WAY

APPLICATION DATE \_\_\_\_\_ CONTRACTOR \_\_\_\_\_
OWNER'S NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_
ADDRESS \_\_\_\_\_
PHONE \_\_\_\_\_ OREGON CCB NUMBER \_\_\_\_\_
INSURANCE COMPANY \_\_\_\_\_
START WORK DATE \_\_\_\_\_ POLICY NUMBER \_\_\_\_\_
END WORK DATE \_\_\_\_\_ BOND/INSURANCE REQUIRED: Yes [ ] No [ ]
PROJECT LOCATION \_\_\_\_\_

DESCRIPTION OF WORK:

REMOVAL OF EXCAVATED MATERIALS: All haul-off, of on-site excavated materials, shall be delivered to an approved destination. If destination is outside City of Forest Grove, applicant shall submit a copy of approved permit from the governing land use authority of that destination site.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_
I hereby acknowledge that I have read this permit (application) and state that the above information is correct, and agree to comply with all conditions, ordinances and state and federal laws regulating activities covered by this permit.

\*\*THIS PERMIT BECOMES NULL AND VOID IF CONSTRUCTION HAS NOT COMMENCED WITHIN 90 DAYS FROM DATE OF ISSUE\*\*

FOR OFFICE USE ONLY: [ ] APPROVED [ ] REJECTED
COMMENTS: \_\_\_\_\_
ISSUED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ FEES: \$33.00
RECEIPT #: \_\_\_\_\_ PERMIT #: \_\_\_\_\_

**...LISTED ITEMS ARE NOT REQUIRED FOR EXCAVATION OF CONCRETE DRIVE  
APPROACHES OR SIDEWALKS...**

**CONSTRUCTION OF IMPROVEMENTS IN  
PUBLIC RIGHT-OF-WAY**

Prior to beginning work within the right-of-way or easement, the following items shall be submitted by the developer or contractor to the City Engineering office:

1. Improvement Plans for review to the City Engineering office.
2. One-Year Performance Bond - equal to amount to construct improvements within right-of-way as estimated by the City Engineering office, but not less than \$5,000. The one-year surety starts after work covered by permit is accepted. (*City Code 3.225*)
3. Public Liability Insurance - naming the City, and its officers, as additional insured in the amounts of \$100,000/\$300,000 public liability. (*City Code 3.225*)
4. Property Damage Insurance - naming City, and its officers, as additional insured, for not less than \$100,000. (*City Code 3.225*)
5. Obtain Excavation Permit. (*City Code 3.205 through 3.230*)

◆Bonds and insurance forms are to be included with application submittal◆

*Utility companies covered under franchise agreements (i.e. \*Frontier, Northwest Natural Gas, Comcast Cable, etc.) must comply with Items 1 and 5 if work is being done by a private contractor. A copy of the contractor's insurance and performance bond to the utility must be submitted in addition to Items 1 and 5. \*Utility companies are exempt from permit fee.*

**Dig Safely Oregon. Call 811 before you dig!! (or 800.332.2344)**  
Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center.  
(OAR 952-001-0010 through 952-001-0090)