



Property Owner:	
Address:	
Email:	
Phone Number:	

Contracting Company:	
Address:	
Email:	
Phone Number:	

**PERMITS ARE PROCESSED IN THE ORDER IN WHICH THEY ARE RECEIVED.** The application must be filled out completely and all required documentation submitted. The review process begins once all the required information has been submitted. **YOU WILL BE NOTIFIED WHEN YOUR PERMIT HAS BEEN PROCESSED AND THE PERMIT CARD IS READY FOR PICK-UP. \*\*PERMIT CARD MUST BE POSTED ONSITE\*\***

I hereby affirm the above statements are true and correct and comply with the provisions of the ordinances of the City of Edwardsville and adopted codes. I hereby certify that the proposed work is authorized by the owner of record and approval has been given by the owner for submission of such application.

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**Printed Name**

**Signature**

Zoning / Planning Department	Date
Director of Public Works; City Engineer; or Designate	Date

**Right of Way Excavation Checklist:**

- Maintenance Bond
- Certificate of Insurance
- Traffic Control Plan (**See IDOT typical standards**)

cc: Police Department  
Excavation Permit  
File City  
Administrator  
Fire Department

Attachment: Driveway/Sidewalk Specification

## Important Right of Way Excavation/Driveway Permit Information:

**48 Hour Notice Required:** Please notify the City Of Edwardsville Public Works Department at least 48 hours (not including weekends or holidays) in advance of starting work within the City right-of-way. You must call 618-692-7535 for this notification.

**Traffic Control:** Proper Traffic Control devices must be placed prior to beginning any work within the City right-of-way. Should you have any questions regarding the required traffic control, please call the Public Works at 618-692-7535. The traffic control devices must follow current IDOT and MUTCD Standards and must be installed prior to the start of any work on City right-of-way

**Lane Closures:** Any workers or equipment within City right-of-way requires various types and layouts of traffic control and potential lane closures. A 21-day advance notice may potentially be required before any lanes may be closed. Please contact the City Of Edwardsville Public Works to determine what will be required for this permit.

The Approved Permit must be ON SITE with the Contractor. Our inspectors will ask to see it. If it is not on site, the permit will be revoked and all work on City right-of-way will terminate until this has been addressed.

**Excavation Permit Oversight:** The City Of Edwardsville Public Works will be sending a Permit Inspector to this permit location during construction, as well as after completion, to assure compliance with the approved permit.

Failure to comply with these above requirements will result in revocation of the permit and suspension of all work on the City right-of-way. Permittee shall resubmit for permit approval and indicate how previous issues will be remedied.

# City Of Edwardsville Excavation Permit Certification Form

(To be completed and signed by the Installation Contractor)

Permit No.	
Contractor Name:	
Contractor Superintendent on Site:	
Superintendent on site Cell Phone:	
E-Mail:	
Installation Contractor - 24hr contact Name:  (backup contact, different than above)	
Installation Contractor - 24hr contact Cell Phone:  (backup contact, different than above)	

I certify I have received a copy of the approved City of Edwardsville Permit and the construction and restoration requirements. A copy of these items will always be located on site and followed at all times.

I further certify that no changes in the proposed construction will be made without written approval by both the City Of Edwardsville City Engineer and the Owner.

Signed:

Printed \_\_\_\_\_  
Name:

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this form to our office or via e-mail**

**200 E. Park St. Edwardsville, IL 62025 ; [publicworks@cityofedwardsville.com](mailto:publicworks@cityofedwardsville.com)**

## **Excavation within Right of Way**

The **contractor and/or applicant** shall submit a right of way excavation application and traffic control/detour plan at least 48 hours in advance to allow review of the traffic plan and closure notification to local agencies. Traffic control shall be established and maintained by the contractor in accordance with the Manual for Uniform Traffic Control Devices, current addition.

The **contractor and/or applicant** shall notify the Police Dispatch at 692-7528; Fire Department at 692-7541 and the Public Works Department at 692-7535 immediately prior to any partial or full street closure.

Street closures may be scheduled Monday through Friday between the hours of 9:00 a.m. and 2:00 p.m. when school is in session, or between the hours of 8:30 a.m. and 3:30 p.m. when school is not in session.

### **Conditions, Specifications and Regulations:**

**Section 1.** That any person, company or corporation that desires to excavate or break any concrete, brick or bituminous pavement or oiled earth surface of any street or alley shall post maintenance Bond with the City Clerk of the City of Edwardsville in the amount of \$1,000.00 protecting the City against any repair for a period of two (2) years from the completion of the initial repair. Before digging the **contractor** is responsible for calling J.U.L.I.E. (utility locates). The number is 1-800-892-0123.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Persons making excavations for sewer installation on public property shall post a **Ten Thousand Dollar (\$10,000.00)** maintenance bond prior to making such excavation. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the City and any other governmental agency affected. (See Ordinance 1768-10-78 Article III – Section 17)

**Section 2.** That any person, company or corporation that desires to excavate or break any concrete, brick or bituminous pavement or oiled earth surface of any street or alley must obtain a Right of Way Excavation Permit from the Director of Public Works, City Engineer or designate to do the proposed work. At which time the person, company or corporation shall agree to repair the excavation as stated below:

#### **A. Concrete and Bituminous Pavement on Concrete:**

The pavement shall be removed for a minimum of 2 feet on each side of the excavation and to any joint within 5 feet of the excavation. Before breaking any pavement, the edges of all pavement to be removed shall be saw cut to full depth. After the necessary work has been completed, the excavation shall be filled with  $\frac{3}{4}$  inch clean stone mechanically compacted in lifts not to exceed 12 inches at any one time, and the  $\frac{3}{4}$  inch clean stone shall be topped off with a minimum of 6 inches of CA-6 (1 inch minus). The removed concrete shall be replaced with 7-bag Portland Cement Concrete with a thickness 1 inch greater than the existing pavement but not less than 8 inches. Where the existing pavement has been surfaced with bituminous material, the concrete patch shall be poured to the top of the original concrete or brick pavement and the patch surface with bituminous concrete surface course to match the existing bituminous surface. Cold mix is not permitted.

**B. Brick Pavers on Concrete Base:**

The brick pavers and concrete base shall be removed for a minimum of 2 feet on each side of the excavation. Before the concrete base is broken, the edge of the pavement to be removed shall be saw cut. After the necessary work has been completed, the excavation shall be filled with ¾ inch clean stone mechanically compacted in lifts not to exceed 12 inches at any one time, and the ¾ inch stone shall be topped off to where the bottom of the concrete shall be poured with a minimum of 6 inches of CA-6 (1 Inch minus). A Portland Cement Concrete base shall then be poured at a thickness of no less than 5 inches with a 7 bag mix. A 1 inch sand cushion shall be spread over the concrete base, and the brick pavers are to be placed on this cushion to match the existing street. Once the brick pavers have been laid, a sand to cement mix ratio of 1 to 1 shall be swept into all voids and the pavement shall then be thoroughly wetted. Additional sand-cement mix is to be applied as necessary to completely fill all voids.

**C. Bituminous Pavement on Crushed Stone base or Stabilized Base:**

The existing pavement needs to be removed for the width of the excavation only. After the necessary work has been completed, the excavation shall be filled with ¾ inch clean stone backfill mechanically compacted in lifts not to exceed 12 inches at any one time and the ¾ inch clean stone shall be topped off with a minimum of 6 inches of CA-6 (1 inch minus). The full thickness of bituminous surface and crushed stone or stabilized base shall be patched with bituminous concrete surface course leveled and tamped in place to match the existing pavement. Cold mix will not be permitted.

**D. Oiled Earth Streets:**

Remove the existing surface as required to make the excavation. After the necessary work has been completed, the excavation shall be backfilled with ¾ inch clean stone mechanically compacted in lifts not to exceed 12 inches at any one time and the ¾ inch clean stone shall be topped off with a minimum of 6 inches of CA-6 (1 inch minus) and the surface patched with a 6 inch thick bituminous concrete surface course. Cold mix will not be permitted.

**Section 3.** All materials shall be in compliance with the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction, current edition.

**Section 4.** Prior to backfilling, the Public Works Department shall be contacted at 692-7535 to schedule an initial inspection of the work that was completed. Upon completion of backfilling, the Public Works Department shall be contacted to schedule an inspection of this backfill. Upon completion of patching the pavement, the Public Works Department shall be contacted to schedule a final inspection. The Public Works Department shall be notified by 9:30 a.m. on the day that any of the three inspections is required.

**Section 5.** Any excavation to remain open overnight shall be covered with traffic bearing steel plates or filled with compacted granular material topped off with 6" of CA-6 (1 inch minus). When street excavation is to be done on any major roadway (i.e. Esic Dr., St. Louis St., Hillsboro Ave., Schwarz St., Schwarz Rd.) or through highway, the excavation shall be filled with flowable fill and covered by steel bearing plates when left overnight.

**Section 6.** Final repairs, including any patchwork or brickwork, shall be completed within 7 days from the time that the excavation has commenced, unless special permission is granted by the City of Edwardsville. Any street cut or excavation made between November 15 and April 15 shall be temporarily patched with 2" of 405 bituminous cold mix until the permanent patch can be placed. Temporary patches, both hard surfaced and aggregate, shall be maintained by the applicant until such time as the permanent patch is placed and accepted by the City.

**Section 7.** Prior to the issuance of this permit, the applicant **shall submit proof of a certificate of insurance** indicating that the applicant has, in force, property damage insurance and bodily injury insurance. The City of Edwardsville cannot be held liable for damage to the facilities covered by this permit.

## **Sidewalk Construction**

As a condition of this permit, it is agreed that the sidewalk will be constructed as illustrated on the attached diagram.

## **Driveway Construction**

As a condition of this permit, it is agreed that the driveway will be constructed as stated below:

**Section 1:** The Public Works Department shall approve the location, width and type of construction. No driveway will be approved that is less than 35 feet from the edge of pavement of any street that intersects the street that the driveway enters onto.

**Section 2:** If a driveway is constructed so that it crosses a ditch of any type, a culvert of adequate size shall be provided under the driveway where it crosses. If the storm water flow is to be altered in any way, engineering plans should be provided describing how the flow is to be diverted.

**Section 3:** It is hereby declared to be a condition of this permit that the driveway constructed under such permit shall be maintained in a safe condition by the person responsible for its maintenance. The Public Works Department is hereby authorized to order the responsible person to repair such driveway so that it is in a safe condition if any such driveway is not so maintained. If such order is not complied with within a reasonable time, the City of Edwardsville may repair such driveway and collect the costs of doing so from such responsible person.

**Section 4:** If a sidewalk runs through the driveway, see Sidewalk Construction specifications listed above.

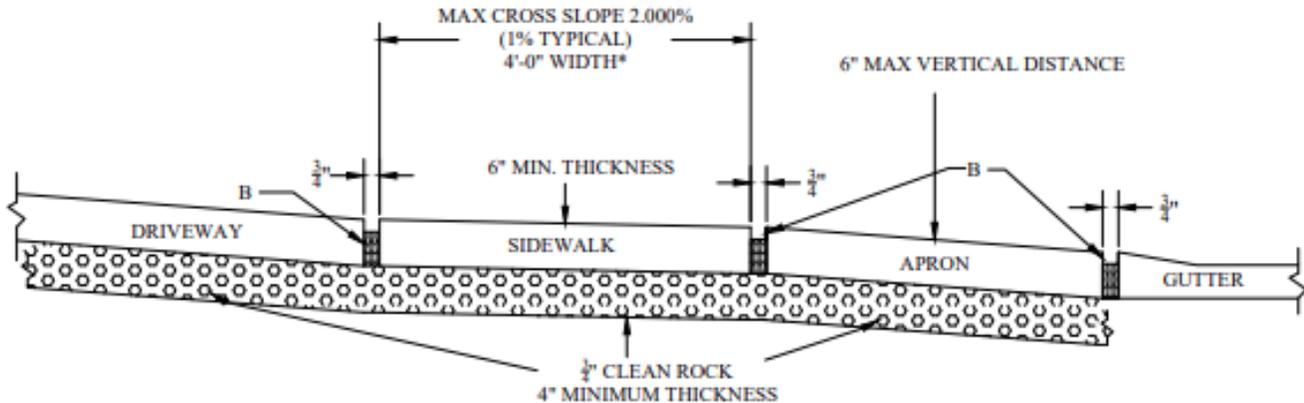
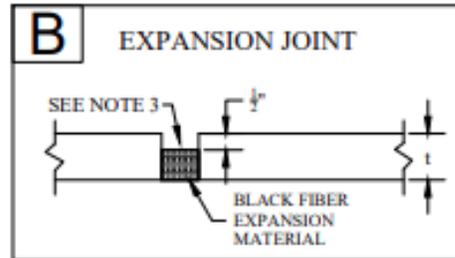
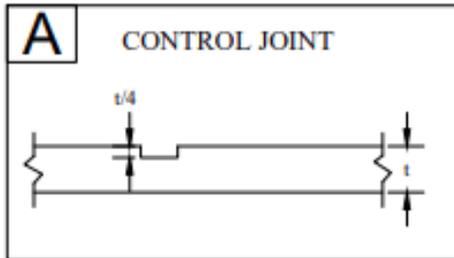
A charge of Ten Dollars (\$10.00) must be paid for permit to excavate or break any right of way or construct a driveway.

Any person, partnership, corporation, or other entity who shall make any excavation or break any concrete, brick, bituminous pavement or oiled surface of any street or alley in the City of Edwardsville, without first complying with the terms of this Ordinance shall be guilty of a Class "C" misdemeanor and shall, upon conviction, be fined in any amount not to exceed Seven Hundred Fifty Dollars (\$750.00). A separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues.

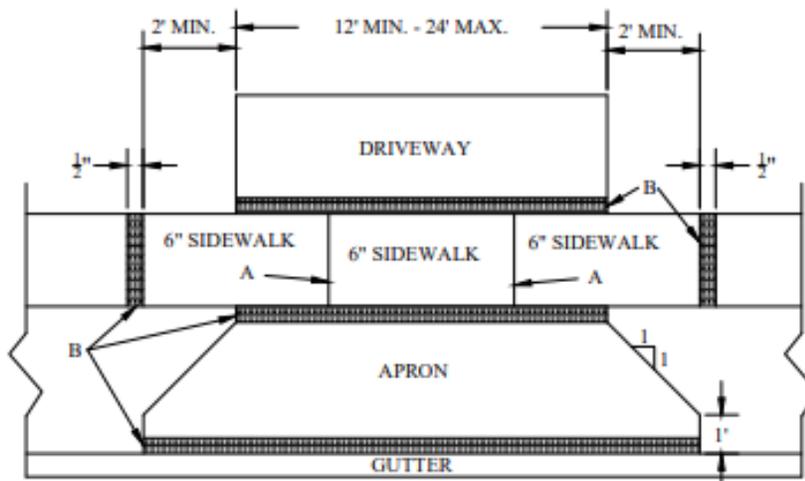
It is further agreed that the Director of Public Works shall be notified in advance to allow inspection of both backfilling and pavement repairs.

# CITY OF EDWARDSVILLE RESIDENTIAL SIDEWALK AND DRIVEWAY ENTRANCE

UPDATED:  
1/22/2018



\*NEW SUBDIVISIONS WITHIN THE CITY OF EDWARDSVILLE ARE 5'-0" WIDTH



- NOTE: 1. EXPANSION JOINT MUST TOTALLY ISOLATE ADJACENT CONCRETE.  
 2. ADDITIONAL EXPANSION JOINTS MUST BE PLACED EVERY FIFTY (50) FEET FROM SIX (6) INCH DRIVEWAY SIDEWALK TO LOT LINE.  
 3. ALL EXPANSION JOINTS SHALL BE SEALED WITH SELF LEVELING (POUR-GRADE) OR NONSAG (GUN) GRADE URETHANE SEALANT. THE COLOR OF THE SEALANT SHALL BE LIMESTONE.  
 4. SUB-BASE MUST BE COMPACTED TO NINETY-FIVE (95) PERCENT OF THE STANDARD LABORATORY DENSITY.  
 5. ANY PUBLIC SIDEWALK OUTSIDE OF THE DRIVEWAY AREA SHALL HAVE NO MORE THAN 2.000% CROSS SLOPE AND THE CONCRETE SHALL BE FOUR (4) INCHES THICK.  
 6. DETECTABLE WARNING MATERIAL SHALL BE CAST GRAY IRON CONFORMING TO ASTM A-48 CLASS 30A MINIMUM. THEY SHALL BE INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS AND MUST HAVE A VISUAL CONTRAST WITH ADJACENT WALKING SURFACES. THE DETECTABLE WARNINGS SHALL MEET ALL ADA REQUIREMENTS. JOINTS AROUND THE PERIMETER OF THE SHALL BE CAULKED WITH LIMESTONE COLORED, SELF LEVELING (POUR-GRADE) OR NONSAG (GUN) GRADE URETHANE SEALANT. THICKNESS OF CONCRETE UNDER THE PANELS SHALL BE INCREASED ONE INCH IN DEPTH.  
 7. ALL SIDEWALK CURB RAMPS SHALL FOLLOW THE CURRENT ILLINOIS DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION HIGHWAY STANDARDS.

**\*\* ALL DRIVEWAY AND SIDEWALK WORK SHALL REQUIRE INSPECTION BY THE CITY OF EDWARDSVILLE BEFORE AND AFTER THE CONCRETE IS POURED. PLEASE CALL THE PUBLIC WORK DEPARTMENT AT 618-692-7535 TO SCHEDULE AN INSPECTION.**