



Department of Planning & Development
 496 Ocean St, P.O. Box 9422
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 Phone (207) 767-7603
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Dave Kasik
 Engineering Inspector
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Excavation Permit Application

EXCAVATION SHALL NOT BEGIN WITHIN A 12-HOUR PERIOD FROM THE TIME THE PERMIT IS ISSUED. PERMIT SHALL BECOME NULL AND VOID 60 DAYS FROM ISSUANCE OF DIG SAFE NUMBER UNLESS RENEWED BY THE APPLICANT PRIOR TO THE EXPIRATION DATE

For Office Use:

Date: _____ Permit #: _____

Permit fee of: _____ Paid Date: _____ Cash Credit Card Check # _____

Invoice (utility option only) Invoice Number: _____ Invoice Date: _____

Approved Denied

Location of Excavation (Address): _____

Licensed Excavator: _____ **Phone Number:** _____

24 Hour Contact Info: Name: _____ **E-mail:** _____

Dig Safe No. (1-888-344-7233): _____ **Date Issued:** _____

Type of Excavation: (check all that apply) Gas Power Sewer Water Drainage Driveway

Pole Other (describe) _____

Scope & Purpose of Excavation (give detailed explanation): _____

What company will do the paving work? (Include company, contact name, phone):

Is this a moratorium street? Yes No

Is this an "emergency" situation? Yes No

Has the work been completed? Yes No Date work completed: _____

If yes, please explain the nature of the emergency: _____

How much of the road will be affected/disturbed by the excavation? (all, 1 side etc.) Please describe: _____

Dimensions of excavation area: _____

Distance from nearest intersection: _____ ft. Side of street (i.e., north): _____

Is the reason for the excavation due to a broken or damaged pipe/conduit? Please explain: _____

If the excavation is off the pavement area, will any City tree(s), light pole(s), sign(s), sidewalk(s) or hydrant(s) be affected? Please explain:

Expected amount of time to be spent at this excavation location: _____ day(s) month(s)

I hereby acknowledge that I have read this application and state that the above as completed is correct and agree to comply with all City Ordinances regulating excavations.

Applicant's Signature _____ Date _____

Street Opening Clerk _____ Date _____

NOTE: PLEASE SEND THE COMPLETED EXCAVATION PERMIT APPLICATION TO BOTH:

dkasik@southportland.org and aroy@southportland.org

Required City Department E-mail Notifications:

Public Works: Doug Howard **dhoward@southportland.org** (207) 767-7635

Attached Conditions(s):

South Portland Bus Service: Rick Sargent **rsargent@southportland.org** (207) 767-5556

Attached Condition(s):

City Inspector: Dave Kasik **dkasik@southportland.org** (207) 632-4297

Signals, Lights & Traffic Loops

Attached Conditions(s):

Police Department: Kevin Gerrish **kgerrish@southportland.org** (207) 841-4864

Attached Conditions(s):

Fire Department (Alarms): Mike Williams **mwilliams@southportland.org** (207) 799-5511

Attached Conditions(s):

The final pavement repair must be completed by August 31st of the year following the excavation (i.e., an excavation done on December 31, 2015 must have the final pavement installed by August 31, 2016.

The applicant's responsibility for the excavation ends when the street is overlaid or by August 31st of the fourth year from the calendar year the permit was approved, whichever comes first. In other words, whether the permit was taken out on January 1, 2015 or September 15, 2015, the City in both cases would take ownership of the excavation on August 31, 2019.

Please note that the eligibility for new street opening permits is dependent on completing final paving and necessary repairs for any previous excavations by the deadlines indicated above.

One open travel lane in the area of the excavation must be maintained at all times to ensure two-way travel. Contact dispatch at 207-874-8575 if this provision cannot be maintained each day.

Scaled sketch or drawing showing location of Excavation. Use of an air photo-based GIS application at a scale not smaller than 1"=100' showing street names, lot lines, and excavation address is required. We recommend the City's web-based GIS system at <http://www.mapgeo.com/southportlandme/>. Use the Aerial Photo base at the largest scale (generally 1"=68'). It is possible to draw lines and polygons using the mouse's right-click menu. Use the right-clicked draw text tool for addresses and any notes.