



**EARLY GRADING / EXCAVATION PERMIT
IN
RIGHT-OF-WAY / EASEMENT / PRIVATE PROPERTY**

City Contractor

Date: _____

- Grading plans provided and approved.
(Erosion Control must be installed prior to beginning work.)**
- Tree Removal Permit from Parks & Recreation Dept. required.**
- Hold Harmless Letter from the Property Owner/Engineer/Developer is attached.**

Project Name/Location: _____

General Contractor: _____

Permit issued to Company/Representative: _____

Address: _____

Telephone #: _____ **Emergency Telephone #:** _____

General Description of work (provide copy of approved plans):

➤ **Was contact made with City and/or Utility Companies to locate existing utilities?**

if NO, Reason: _____ Yes No

➤ **Was contact made with Parks & Recreation Dept. concerning Tree Removal Permit?**

if NO, Reason: _____ Yes No

➤ **Is removal of existing street, alleys, or sidewalks necessary?** Yes No
if YES, Attach Bore/Street Cut/Saw Cut Permit

➤ **Is Floodplain Permit required?** Yes No

if YES, Permit # _____ *or date of City Council variance* _____

Representative(s) of the Contractor must adhere to all construction standards approved by the City of Coppell, which includes but is not limited to: Erosion Control Ordinance, compaction requirements (density tests will be required at the applicant's expense), Tree Ordinance and barricading according to the Texas Manual on Uniform Traffic Control Devices. Area(s) affected must be restored to as good condition as before the commencement of work (grading, drainage, vegetation, and erosion control).

➤ **Any work requiring closing of a lane of traffic, street, or alley must be approved by the Engineering Dept. with notification to the following prior to closing:**

- Police Department @ 972-304-3600**
- Fire Department @ 972-304-3512**
- Street Department @ 972-462-5150**
- Engineering Department @ 972-304-3679**

➤ **Attach barricade plan / trench safety plan of a lane or street closure is required.**

Note: Street closures are allowed from 9:00 a.m. until 3:30 p.m. ONLY unless otherwise approved by City Engineer.

➤ **A 2% inspection fee for grading is required prior to beginning work.**
(Attach copy of excavation contract for verification)

Amount Paid \$ _____	Date Paid _____ / _____ / _____
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❖ **City inspector must be notified 24 hours prior to beginning work related to this permit.**

Printing your name indicates your acceptance of the terms and conditions of this form:

Signature of Applicant/Contractor Rep.

Date

Signature of City Engineer

Date

City Inspector for this project

Contact Number(s)

Applicant shall indemnify and forever hold harmless against the City of Coppell each and every claim, demand or cause of action that may be made or come against it by reason of or if any way arising out of the closure, blocking, excavating, cutting, tunneling, or other work by the applicant under permit from the City, if such permit is granted.