



Town of Eaton Department of Public Works

223 1st Street, Eaton, CO 80615

Phone: 970.454.3338

Send applications to: [eaton@epsgroupinc.com](mailto:eaton@epsgroupinc.com)

**RIGHT-OF-WAY USE APPLICATION**

**Permit Use Type:**

Utility/Infrastructure  Residential/Commercial  Other: \_\_\_\_\_

**Applicant (Permittee):**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ (office)

\_\_\_\_\_ (cell)

Email: \_\_\_\_\_

**Primary Contractor:**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ (office)

\_\_\_\_\_ (cell)

Email: \_\_\_\_\_

**Owner:**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ (office)

\_\_\_\_\_ (cell)

Email: \_\_\_\_\_

**Traffic Control Contractor:**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ (office)

\_\_\_\_\_ (cell)

Email: \_\_\_\_\_

**Project Name:** \_\_\_\_\_

Location: Street \_\_\_\_\_ Between Street \_\_\_\_\_ and Street \_\_\_\_\_

**Parcel Number:** \_\_\_\_\_ **Parcel Number** (Opposite side for crossings): \_\_\_\_\_

**Legal (Section, Township/Range):** \_\_\_\_\_ **Legal** (Opposite side for crossing): \_\_\_\_\_

**Service Address:** \_\_\_\_\_

**Subdivision:** \_\_\_\_\_

**ROW Type:**  Maintained  Non-Maintained (Verify ROW width and documents creating ROW)

ROW Width: \_\_\_\_\_ Recording Information \_\_\_\_\_

**Roadway Classification:**  Local  Collector  Arterial

**Does Project Disturbance exceed 1 acre:**  Yes  No **If yes, provide:**

Grading Permit # \_\_\_\_\_ CDPHE Permit # \_\_\_\_\_

**Provide, if applicable:**

Town Planning Case # \_\_\_\_\_ Weld County Permit # \_\_\_\_\_  
CDOT Permit # \_\_\_\_\_ Other Permits \_\_\_\_\_

Should Include the following, but not limited to:

1. Traffic Control Permit/MHT.
2. Site Plan to clarify intent of work (with Aerial Imagery). Please clarify/confirm the following on the plans/documents: a) Alignment; b) Locations of open cut(s) and/or boring within ROW; c) Approximate locations of new appurtenances; d) Existing utilities; e) Other agency impacts

**Provide a detailed description of the work that will be performed within Town ROW for the location listed above.**

\_\_\_\_\_  
\_\_\_\_\_

**Requested Start Date:** \_\_\_\_\_ **Projected Completion Date:** \_\_\_\_\_

**Weekend Hours Requested:** Yes  No  **If yes, provide work hours:** \_\_\_\_\_

**Construction Details** (Check or fill in all that apply):

Asphalt  Concrete  Gravel  Outside of Roadway  Unmaintained  Other \_\_\_\_\_

**Type of Use:**

Communications/Fiber  Electric  Potable Water  Non-Potable Water  Sanitary Sewer  
 Road Improvements /Maintenance  Oil/Gas Pipeline  Stormwater  Natural Gas Utility  
 Other \_\_\_\_\_

**Line Type:**

Direct Cable  Casing/Sleeve  Conduit  Culvert/Pipe  Other \_\_\_\_\_

**Composition of Line:**

Cooper  PVC  Steel  Ductile  Iron  HDPE  CMP  RCP Other \_\_\_\_\_

**Line Size:** Inside Diameter: \_\_\_\_\_ Outside Diameter: \_\_\_\_\_ **Casing Size:** Outside Diameter: \_\_\_\_\_

**Additional Information for Pipe:** Class: \_\_\_\_\_ Schedule: \_\_\_\_\_

**Appurtenance Type:**

Blow Off  Fire Hydrant  Cabinet  Manhole  Meter  Hand Hole  Valve  Utility Pole  
 Pedestal  Monitor Well  Vault  Cathodic Station  Signage  Other \_\_\_\_\_

**Classification of Work:**

New Service  Maintenance  Emergency  Temporary  Occupation  Relocation  Disconnect  
 Surveying  Overhead  Underground  Potholing  Culvert Install  Tree Trimming  Design  
 Road Maintenance  Improvements  Traffic Control  Retire/Abandon Line  Other \_\_\_\_\_

**Construction Methods:**

Directional Bore  Open Cut  Paving  Gravel Placement  Core Drilling/Potholing  
 Potholing  Paving  Gravel Placement  Grading  Other \_\_\_\_\_

**Open Cut/Excavation/Trench Details:** Length \_\_\_\_\_ Width \_\_\_\_\_ Total Open Cut SF \_\_\_\_\_

Total Linear Footage \_\_\_\_\_

**Line Retirement Details:** Outside Diameter \_\_\_\_\_ Composition \_\_\_\_\_ Total Linear Footage \_\_\_\_\_

**Restoration Methods:**

Asphalt (HMA)  Concrete  Flowable Fill  Mill and Overlay  Compaction Testing  Non-Shrink Grout  
 Structural Fill  Road Base  Surface Gravel  Fugitive Dust Product  Native Material  Reseeding  
 Mulching  Erosion Control  Future Location Markers  Other \_\_\_\_\_

**ALL AREAS SHALL BE REPAIRED/CLEANED TO ORIGINAL CONDITION  
WITHIN 10 DAYS OF COMPLETION OF THE PROJECT**

It is agreed to and understood that all work completed by the undersigned shall be completed in accordance with all applicable codes, statutes, ordinances and any other requirements as determined necessary by the Town of Eaton. **It is further agreed and understood that any work performed shall be at the sole expense of the applicant and that the applicant shall hold the Town of Eaton harmless from all suits and damage resulting from work performed pursuant to this application and permit.** Additionally, the applicant agrees to maintain sufficient safety devices and standards around the excavation to ensure the public safety until such work is completed. The applicant also understands that they are responsible for the restoration, backfilling, and patching of the excavation.

Upon acceptance of this permit, the undersigned, representing the permittee, verifies that they have read and understand all provisions of the permit and have authority to sign for, and bind, the permittee and by their signature agree to and understand all conditions set forth in this application.

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

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

**TOWN USE ONLY**

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Right of Way Permit # \_\_\_\_\_

Fees: \_\_\_\_\_ Paid: \_\_\_\_\_

**RIGHT-OF-WAY PERMIT FEE SCHEDULE**  
**(effective January 1, 2023)**

<b>RIGHT-OF-WAY PERMIT</b>	<b>FEE</b>
Application & Review - Standard	\$150.00
Permit Extension/Revision	\$50.00
Inspection outside normal business hours	As needed -minimum 2 hours
ROW Violation/Penalty	Fees x days delinquent \$300 minimum
Additional Inspection/Consultation Fee	Determined on project by project basis
New Construction/Commercial ROW Impact	Determined on project by project basis
Grading Permit	Determined on project by project basis
<b><i>Boring/Trenchless</i></b>	
Parallel and Perpendicular (excludes open cut for pits)	Standard + \$0.30/lf
<b><i>Open Cut</i></b>	
Asphalt/Chip Seal	Standard + \$1.50/lf
Gravel/Dirt	Standard + \$0.50/lf
Test Hole/Pot Hole	Standard + \$10.00/lf