



Park County, Colorado Public Works Department Right-of-Way Division
Snow Removal Permit Application

Instructions: Complete this form, attach all required documents and email it to publicworks.permits@parkcountyco.gov
 To determine which documents are required, refer to page 2 of this form or contact the ROW Division at 719-836-4277

**You must submit all required documents or the application will be deemed to be incomplete,
 will not be accepted and permit will not be issued**

Permittee: Property or Company Owner

Name: _____ Permittee Job Number (If applicable): _____
 Company Name: _____
 Company Address: _____
 Email Address: _____ Telephone: _____

Applicant: If Other Than Permittee

Name: _____
 Address: _____
 Email Address: _____ Telephone: _____

Snow Plowing Description: Furnished by Permittee

Road(s) to be Plowed (Property Location / Legal Description / Subdivision / Road Name(s)): _____ (use a separate sheet if necessary)

Distance in Miles to the Tenth of a Mile to be Plowed: _____

Type of Equipment to be Used: _____ Vehicle License Plate Number & State: _____

Reason the Plowing is Being Requested: _____

Names and Mailing Addresses of all Property Owners Along the Proposed Snow Removal Route: (use a separate sheet if necessary)

<u>Name</u>	<u>Mailing Address</u>	<u>Physical Address</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Requested Length or Term of Permit: (must be less than 365 days)

From (date) _____ To (date) _____

Amount of Road Bond \$ _____ Date Received: _____ Check # _____

Amount of Sign Bond \$ _____ Date Received: _____ Check # _____

Advance Notice of the commencement of work shall be given a **minimum of six (6) hours** prior to the start of plowing

Notice shall be emailed to publicworks.permits@parkcountyco.gov



Park County, Colorado Public Works Department Right-of-Way Division Snow Removal Permit Application

The following documents are required to accompany all applications for Snow Removal Permit

1. Plan and Profile clearly showing the following:

- a. Addresses, street names, intersections and/or other location information
- b. Snow storage areas – no storage may occur in Park County ROW
- c. Direction snow will be pushed

2. A Traffic Control Plan (TCP): It can be hand drawn or professionally designed but it must conform to the current “Manual of Uniform Traffic Control Devices for Streets and Highways”. The plan must be implemented and have all traffic control devices and/or flaggers in place prior to the start of any work each day and must be followed whenever a work zone is moved or changed. An Internal Traffic Control Plan (ITCP) may also be required. Park County will inform applicant if this is necessary after receiving application.

3. Insurance Requirements: The Permit holder shall obtain and maintain insurance at all times during the performance of work authorized by this Permit, in the kinds and amounts specified in the latest edition of the Park County Utility Accommodation Code. The Permit holder shall require any Contractor or subcontractor doing work for this permit within the Park County Right of Way to obtain like coverage. Certificates of insurance shall be provided to the Park County ROW Division and shall name Park County as additional insured party and a certificate holder. A current copy must be on file with the ROW Division office prior to any permit being issued. Contractors and/or sub-contractors must provide their own insurance certificate in addition to the permit holder’s certificate.

4. Environmental Clearances: It is the applicant’s responsibility to contact appropriate agencies and obtain all environmental clearances that apply to their activities. Please include copies of any forms, permits or other paperwork concerning clearances filed or required by any agency. Such clearances may include Corps of Engineers 404 Permits or Colorado Discharge Permit System permits, or ecological, archeological, historical or cultural resource clearances. Information can be found in the Park County Utility Accommodation Code or at the CDOT Environmental Clearances Information Summary which presents contact information for agencies administering certain clearances, information about prohibited discharges, and may be obtained from Regional CDOT Utility/Special Use Permit offices or accessed via the CDOT Planning/Construction-Environmental-Guidance webpage at: <http://www.dot.state.co.us/environmental/Forms.asp>. Written proof of compliance with this requirement may be required prior to issuing any permit.

By signing applicant agrees that all rules, requirements and regulations in the latest edition of the Park County Right-of-Way Utility Accommodation Code, Park County Standard Specifications for Road and Bridge Construction, Park County Land Use Regulations and the issued permit will be followed. Signature also signifies that compliance with all applicable regulations and clearances, including environmental regulations will be obtained prior to commencing work.

Signature of Applicant: _____ Date: _____

Please Print Name: _____ Title: _____

Applications are to be emailed to publicworks.permits@parkcountycolorado.gov

Please allow a *minimum* of five (5) business days for a permit to be issued

This document may be accessed through the Park County webpage at <http://www.parkcountycolorado.gov>

Comments or questions may be emailed to publicworks.permits@parkcountycolorado.gov