



Department of Planning & Development
 City of South Portland
 829 Sawyer Street
 South Portland, Maine 04106
 (207) 767-7603
codeenforcement@southportland.gov

EXCAVATOR LICENSE APPLICATION

For Office Use:					
Date: _____	Fee Paid: \$ _____	Zoning District: _____	Date Approved: _____	Check No. _____	Paid date: _____

Company Information

COMPANY NAME: _____ COMPANY EMAIL ADDRESS: _____

COMPANY BUSINESS ADDRESS: _____

COMPANY OFFICE PHONE NUMBER: _____ CELL PHONE NUMBER: _____

Contact information of individuals to contact in case of emergency (primary/secondary)

Name: _____ Phone/cell: _____ E-mail: _____

Name: _____ Phone/cell: _____ E-mail: _____

Individuals authorized to sign street opening permits

Name: _____ Title: _____

Name: _____ Title: _____

Experience

How many years has your company been excavating? _____

Have you ever excavated in this City? Yes No If so, under what name(s): _____

Traffic Control

I understand as a licensed excavator, it is **my responsibility** to maintain **a minimum of one lane of traffic for the general public and emergency vehicles in the area where I am excavating**. I must contact the Police Department (207-874-8575) and ask for the South Portland Shift Commander regardless of location as required on the excavation permit.

I understand that arterial streets defined as collector streets to include: Broadway, Cottage Road, Evans Street, Gorham Road, Highland Avenue, Lincoln Street, Main Street, Maine Turnpike and Exit 7 Spur, Maine Mall Road, Ocean Street, Rumery Street, Running Hill Road, Sawyer Street, Waterman Drive, Westbrook Street, Western Avenue, etc. require special consideration for traffic control and will be discussed prior to the excavation and scheduled 48 hours in advance. If there is a change of plans where the scheduled officer is not needed, cancellation must be made 1.5 hours prior to the beginning of the shift (i.e. if the officer is scheduled to be there at 7 AM please contact the PD by 5 AM). Please note that you will be billed for the Police detail separately at the current rate as established by the department. Please visit the website for more information on the Police Department’s policy on hiring detail officers including pricing.

<https://www.southportland.gov/340/Links>

I understand that it is my responsibility to make arrangements prior to the excavation date and call **Dispatch (207-874-8575)** on the morning of the excavation operation to alert them to my location and develop an acceptable reroute system for the duration of the excavation (if the excavation requires me to utilize the entire width of the paved street to accomplish the work that). I will notify dispatch ASAP at the conclusion of the work or when I am able to meet the requirement where I can allow at last one lane of traffic to the general public/emergency vehicles.

I have a copy of the “Manual On Uniform Traffic Control Devices” (latest edition) and I will use it as a guide to develop a traffic control plan for my excavation. I have available to me the following: wood barricades, cones, warning light barricades, applicable warning signs, and can obtain lights, and trailer mounted warning devices.

Do you have a copy of the O.S.H.A. safety regulations that pertain to this type of work? Yes No

I understand that the City of South Portland is a MS4 Community and I understand that for any excavations in the City I must possess adequate Erosion Control Devices or be able to obtain such devices to protect the drainage system.

Note: City may require a detailed traffic control plan for certain areas.

Liability Insurance

The permittee shall maintain during the life of this permit, the following insurances:

Bodily injury liability and property damage liability insurance. The contractor shall take out and maintain during the life of this permit such bodily injury liability and property damage liability insurance and automobile bodily injury liability and property damage liability insurance as shall protect him and any subcontractor performing work covered by this permit from claims for damages for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under this permit, whether such operations be by himself or by any subcontractor, or by anyone directly or indirectly employed by either of them, and the amounts of such insurances shall not be less than:

Bodily injury liability insurance, in an amount not less than one million dollars (\$1,000,000.00) for injuries, including wrongful death to any one person, and subject to the same limit for each person in an amount not less than two million dollars (\$2,000,000.00) on account of one accident.

Property damage insurance, in an amount not less than one million dollars (\$1,000,000.00) for damages on account of any one accident, and in an amount not less than two million dollars (\$2,000,000.00) for damages on account of all accidents.

Pavement Bond

The Pavement Bond acts as a performance bond where if the applicant fails to perform any portion of this chapter, that the City, at its option, can exercise its right as the obligee and call the bond to complete the necessary work to bring the applicant into the compliance. **The amount of the Pavement Bond is \$10,000.00 (USD)**

Please note: The Liability Insurance and Pavement Bond must be automatically renewed and the City of South Portland shall be noted as the benefactor.

Sec. 23-42. License - No person or utility shall be granted a permit to excavate in a public place without holding a valid license for such work from the city. The administrator shall issue such license upon receipt of a completed application, the required license fee, and proof of insurance as required in Sec. 23-70. The annual excavator's license is valid from January 1 to December 31 and contains no prorated provisions.

Sec. 23-43. Excavation permit required - No person or utility shall make any excavation or fill any excavation in any public place without first obtaining a permit from the administrator. Excavation shall not begin within a twelve-hour period from the time the permit is issued. The city shall have the authority to revoke said permit if it is found that any section of the article has been violated.

The applicant's is responsible for repairing the excavation per city ordinance and the South Portland Street Design Manual. Applicant is responsible for any settling or issues with the excavation area.

SIGNATURE OF APPLICANT/AGENT: _____ DATE: _____

I have read and understand my responsibilities as a licensed excavator, as described in the Street Excavator Ordinance, Chapter 23, Article IV, of the Code of Ordinances.

For Staff Use Only:

Approved by: _____ Date: _____

Denied by: _____ Date: _____

Reasons for denial:

Submitted Attachments:

Liability Insurance Carrier:

Policy Number: _____

Policy Scanned: _____

Pavement Performance Bond (\$10,000):

Bond Number: _____

Bonding Company: _____