

CLAREMONT DEPARTMENT OF PUBLIC WORKS

COVER SHEET FOR PERMIT APPLICATION FORMS

Please fill out all applications which apply to your activity as completely and accurately as possible. Be sure to include sketches on the attached forms for any work involving pipe placement of any kind, incorporating pipe size, materials, distance to property boundaries, elevations, etc.

Failure to do so may result in processing delays.

All fees must be paid, appropriate signatures attained, and bonds (if required) posted prior to any permit being granted. All highway and right-of-way cuts require the posting of a minimum \$2,500 bond which will be returned upon DPW approval of the completed activity. Other retainers may be higher, when in the opinion of a DPW Superintendent, the activity has the potential of causing greater damage to any portion of the City's infrastructure.

The following are a list of one-time fees: (please check)

- | | |
|--|---|
| <input type="checkbox"/> DRIVEWAY – NEW CONSTRUCTION | \$100 |
| <input type="checkbox"/> DRIVEWAY – PAVE ONLY | \$50 |
| <input type="checkbox"/> DRIVEWAY – TEMPORARY | \$50 |
| <input type="checkbox"/> ROAD USE | \$0 (may require bond) |
| <input type="checkbox"/> ROW EXCAVATION | \$100 (may require bond) |
| <input type="checkbox"/> SEWER CONNECTION | \$100 |
| <input type="checkbox"/> WATER CONNECTION | \$100 |
| <input type="checkbox"/> TEMPORARY WATER SERVICE | \$150 set up + water usage @ current rate |

Note: These fees do not include water & sewer capacity replacement fees.

This cover sheet shall remain with the application(s). All permit applications require the following information to be completed by the applicant.

Type of activity _____

Exact
Location _____

Map &
Lot _____

Owner name, address, and telephone number _____

Date of Application _____

Anticipated Start Date _____

Signature of Applicant _____

Note: In addition to this cover sheet, the applicant must also complete the appropriate type of application form – i.e. driveway, road use, excavation, water/sewer connection.