

Locate 811 # _____

Date: _____

Receipt #: _____

TOWN OF KOUTS

APPLICATION FOR A PERMIT TO EXCAVATE IN A STREET, ALLEY, OR PUBLIC GROUNDS

TO BE FILED A MINIMUM OF (72) BUSINESS HOURS BEFORE WORK IS TO COMMENCE.

Contractor Registration Number: _____ Email Address: _____

Contractors Name: _____ Main Contact Name: _____

Contractors Address, City, State and Zip: _____

Business Phone: _____ Cell Phone: _____

Application Date: _____

Sub-Contractor(s): Name, Address, City, State and Zip: _____

Business Phone: _____ Cell Phone: _____

Property Owner: _____ Address: _____

Home Phone: _____ Cell Phone: _____

I hereby make application for a permit to excavate in a street, alley, paved or unpaved, or public grounds, sidewalk, and/or curb (circle correct infrastructure) at the following described location.

CHECK ALL THAT APPLY:

Work Description	Work Type	Traffic Control (attach MOT Plan)	Cut
___ Install	___ Water	___ One Lane Closure	___ Asphalt
___ Repair	___ Sewer	___ Flaggers	___ Concrete
___ Encroach	___ Storm Drain	___ Road Closure	___ Curb & Gutter
___ Excavating	___ Fiber	___ Other _____	___ Other _____
___ Boring	___ Pool		
___ # of Bore Openings	___ Sprinkler		
___ Other _____	___ Other _____		

Location of excavation (Address) _____

Dimension of excavation being made: (If more than one please include drawings showing each cut being made.)

The excavation will be _____ feet long in the right-of-way and _____ feet

long in the road surface by _____ feet wide.

Approximate date to commence construction: _____

Approximate time (in working days) to complete construction: _____

Will road be required to be closed? (Yes or No) _____ (\$50 per day) Number of Days Road will be closed? _____

OFFICE USE ONLY

Police contacted on: _____	Fire Dept contacted on: _____	MCO contacted on: _____
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Further description: _____

Purpose of opening as opposed to boring: _____

Estimated cost: _____

Type of Surety: _____

Name of Insurance Agent and Company: _____

Phone Number of Agent: _____

Please attach Declaration of Insurance Page to this document

APPLICATION FEE: Fifty Dollars (\$50.00) per opening, cut, or boring to be submitted to the Clerk Treasures' office located at the Kouts Town Hall at time of application to cover the cost of inspection and processing of application for a street cut & sidewalk cut. I hereby agree to perform all work in a street alley, or public grounds of the Town of Kouts in accordance with the latest revision of Specifications and Standards for Acceptance of Municipal Improvements and/or pertaining ordinances of the Town of Kouts.

All excavations under pavement shall be backfilled with flowable fill meeting the INDOT Standard Specifications. The specific mix design must be approved by the Street Commissioner and the Town Engineer or their designee.

In certain instances, the Flowable fill requirement may be waived by the Street Commissioner and the Town Engineer. In these instances, all excavations under pavement shall be backfilled with Compacted Aggregate Limestone Base INDOT No. 53 or INDOT No. 8 stone to the base of the pavement. All work shall be in accordance with INDOT Standard Specification Section 211 and its latest revisions.

Town of Kouts, County, State Building Code and Zoning Requirements

1. MUST CALL 811 before digging
2. Materials must be approved by the Town
3. Backfilling, seeding, sidewalk, road repair and other restoration responsibility of Contractor
4. Cutting of sidewalk: must be cut seam to seam, install rebar, compact material, then concrete.

Inspections: Before backfilling, you must call the Town Hall for an inspection at 219-766-3312. Failure to do so may result in having to reopen the site for the required inspection at your expense.

I further agree that all surfaces, piping, and/or structures removed, disturbed, or otherwise altered by the work shall, at applicants' expense, be returned to its original condition or to a condition meeting the existing requirements of the Town of Kouts, whichever is more stringent.

I further agree to register as a Contractor with the Town of Kouts and provide bond and liability insurance as required in Ordinance 150.30 BOND AND INSURANCE REQUIRED.

I further agree to erect and maintain all necessary barricades, detour signs, and warning lights required to safely direct traffic over and around the part of the road where the above-described work is to be done so long as the work in any way interferes with traffic.

I further agree to assume all responsibility for any injury or damage to persons or property resulting directly or indirectly from the work contemplated in the application.

I further agree that said work will not interfere with any existing structures, in, along, or across said street, alley, or public grounds without permission from owner of said structure.

I further agree to stop work at any time upon request of the Town Counsel or its authorized agent.

I further agree no opening in any street, alley or public grounds of the Town shall remain in need of repairs for a period of more than ten (10) consecutive days. The Street Commissioner may grant an extension.

I further agree that in accordance with Town ordinances I am responsible for any repairs to said excavation for a period of one (1) year.

I further agree to notify the Public Works, Street Commissioner or Building Inspector of the Town of Kouts preceding the beginning of the work.

I further agree that Storm and source water protection must be always maintained.

I acknowledge I have read and understand the requirements listed above. I understand by accepting an excavation permit from the Town of Kouts, the licensee and all employees agree to comply with the conditions listed above.

Signature (Contractor/Owner)

Printed Name

Date: _____

Approved By: _____

Date Approved: _____

Approval Signature: _____

Total Fee Due: _____

SECTION 3 - INSPECTIONS AND ACCEPTANCE

PART A - GENERAL REQUIREMENTS FOR INSPECTIONS

A1. Inspector

The inspector shall have written authorization from the Town Engineer.

A2. Procedure

All improvements shall be inspected periodically throughout the course of construction by an authorized inspector. A log shall be kept on all inspections and shall be kept on file at the Town Engineer's Office.

- a. All construction pertaining to streets, curbs, gutters, sanitary sewers, storm sewers and bridges shall correspond to the following procedure.

1. Notification

Notice shall be given by the developer/owner to the Town Engineer's Office twenty-four (24) hours in advance of desired inspection. If, due to weather conditions or other reasons, inspection is not required after notification is given, notice shall be given to the Town Engineer's office that such inspection is not required. If the next step in construction does not take place within three (3) days after said inspection, a re-inspection shall be required. Should the required notification not be given, the developer/owner shall be in violation of this Ordinance and costly delays may occur. If the inspector is not able to inspect the project at the required time, this shall be indicated on the inspector's log and the inspection shall be rescheduled.

The developer/owner shall not continue on to the next phase of construction until each required inspection has been made and found in conformance.

2. On-Site Inspection

The inspector shall visit the inspection site with an authorized representative of the developer/owner. The inspector shall make his inspection and record all pertinent information. Upon the end of inspection, the inspector shall sign the inspection sheet and the developer's or owner's representative shall countersign the inspection sheet. In case the developer's or owner's representative is not present for the inspection, this fact will be noted on the inspection sheet.

- b. All construction pertaining to sidewalks, driveways, swales and detention ponds shall correspond to the following procedure:

1. Notification

Notice shall be given by the developer/owner to the Town Engineer's Office that construction shall take place in a specified period of time.

2. On-Site Inspection

The inspector shall periodically inspect the improvements and record all pertinent information in his log.

A3. Inspection

Inspection of the following improvements shall be required: Street Subgrade, Street Base, Street Surface, Sanitary and Storm Sewers (and appurtenances), Detention Ponds, Swales, Curb, Curb and Gutter, Sidewalk, Bridges and their respective forms.

All construction shall be inspected to insure that the Standards found in Section 2 of this Ordinance have been met. The inspection shall consist of observations and tests done under the supervision of the inspector.

Tests shall be made as determined by the Town Engineer and shall be Standard ASTM methods.

A4. Record Filing

All inspection logs shall be written on standard forms as adopted by the Town Council and kept on file at the office of the Town Engineer. The developer/owner shall receive copies of all inspection reports as soon as the Town Engineer or designee co-signs those reports.

A5 STREET EXCAVATION INSPECTION

The contractor shall follow the requirements as set out in Ordinance 1995-10 when excavating or boring in any town street, alley right-of-way, or public easement. The contractor shall also apply for a permit at the Kouts Town Hall to excavate or bore in a street, alley, paved or unpaved public grounds, sidewalk and/or curb. The contractor shall also pay a fifty-dollar (\$50.00) permit fee per boring, cutting, or opening a minimum of 72 hours in advance of work commencing to the Clerk Treasures' Office. The contractor shall have a copy of the permit at the job site during work operations.

The inspector shall periodically inspect street excavation sites throughout the Town. The inspector shall inspect to ensure that the requirements of Section II, Part F of the Ordinance have been met and to insure the validity of the statements on the permit. The Street Commissioner or their designee shall also be empowered as Street Excavation Inspectors.

PART B - ACCEPTANCE

B1. Acceptance Request

Upon completion of construction, the developer/owner of his authorized representative shall make written application for acceptance to the Town Engineer.

B2. Acceptance of Construction

Upon statement of satisfactory completion and recommendation of acceptance by the Town Engineer, and acknowledgement of receipt of record drawings for the public improvement construction, the Town Council shall take appropriate action to accept the public improvements for maintenance.

Prior to acceptance, the Council shall determine that a maintenance bond meeting the requirements of this Ordinance has been posted with said Council.

PART F - STREET EXCAVATION REPAIR

F1. Description

WHEREAS, the Town Council deems it necessary to establish a firm policy for the backfilling of excavation and replacement of pavement disturbed as a result of making an opening or excavation in any street, these specifications are set forth and the compliance therewith shall be a requirement of obtaining a permit for said opening or excavation. It shall be the obligation of any person, firm or corporation obtaining a permit for an opening or excavation in the public right-of-way to backfill the excavation and replace the pavement as set forth in these specifications. (Refer to Standard Plan Section F)

F2. Backfill

All excavations under pavement or within five (5) feet of edge of pavement and other conditions as indicated on Standard Plan Section F shall be backfilled with clean granular material meeting the requirements of Section 211 of the Standard Specifications. Each layer shall be compacted to at least 95% of the maximum dry density as determined by ASHTO T99, as modified according to Standard Specification Subsection 203.24. Special care shall be taken in filling around sewers, water pipes, gas lines, etc. to keep the earth at the same height on both sides to avoid shifting of the pipe line. No removed paving materials or debris shall be used in backfilling the excavation unless approved by the Council. Excavations not under a pavement may be backfilled with material removed from the excavation.

F3. Pavement Replacement

All pavement shall be replaced with a type of construction equal to or better than that which is removed and as approved by the Town Engineer. All cuts in pavements shall be first outlined with a saw cut not less than 1-1/2 inches deep.

F4. Concrete or Brick Pavements

Concrete used in the replacement of concrete or brick pavements not presently surfaced with an asphaltic material shall consist of 6-Bag Concrete with seven (7) percent air entrainment. Slump shall not exceed three (3) inches. Coarse aggregate shall be limestone or blast furnace slag. No natural gravel aggregate will be allowed. Brick pavement will be replaced with eight (8) inches of concrete except in some residential streets where the Town Engineer may require the brick to be replaced.

Where concrete that has an asphaltic concrete surface is replaced, 6-bag Concrete shall be used and the concrete shall be finished flush with the surface of the existing concrete and the asphaltic surface replaced.

F5. Hot Asphaltic Concrete, Sheet Asphalt, Emulsified Asphalt, Chip Seals and Oil Mat Pavements.

All asphaltic and oil type pavements, shall be replaced with a hot asphaltic concrete surface conforming to the Standard Specifications for Hot Asphaltic Concrete Base, Binder and Surface of these prevailing Specifications. The thickness of the pavement shall be equal to that which existed but not less than four and one-half (4-1/2) inches. Not less than fifteen (15) inches of Coarse Aggregate Class A or B, Size No. 53 shall be placed under any asphaltic concrete patch unless a concrete base is necessary. Asphalt placed over a concrete patch shall be cut back six (6) inches around the concrete patch so that the tow joints are offset.

Ordinance No. 2021-9

AN ORDINANCE AMENDING ORDINANCE 1995-10 SPECIFICATIONS AND STANDARDS FOR ACCEPTANCE OF MUNICIPAL IMPROVEMENTS SECTION 3 INSPECTIONS AND ACCEPTANCE PART A, GENERAL REQUIREMENTS FOR INSPECTION, SECTION A5, STREET EXCAVATION INSPECTION

WHEREAS, The Town of Kouts has adopted certain requirements for the construction of municipal improvements in the Town of Kouts; and

WHEREAS, it is in the best interest of the citizens of the Town to amend the specification and standards to better define procedures and policies to excavate in a Town street, alley, or any public grounds within Kouts Town limits

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Kouts, Porter County, Indiana, that Ordinance 1995-10 Specifications and Standards for Acceptance of Municipal Improvements Section 3 Inspections and Acceptance Part A General Requirements for Inspection Section A5 Street Excavation Inspection be hereby amended and shall hereinafter read as follows:

A5 STREET EXCAVATION INSPECTION

The contractor shall follow the requirements as set out in Ordinance 1995-10 when excavating or boring in any town street, alley right-of-way, or public easement. The contractor shall also apply for a permit at the Kouts Town Hall to excavate or bore in a street, alley, paved or unpaved public grounds, sidewalk and/or curb. The contractor shall also pay a fifty-dollar (\$50.00) permit fee per boring, cutting, or opening a minimum of 72 hours in advance of work commencing to the Clerk Treasures' Office. The contractor shall have a copy of the permit at the job site during work operations.

The inspector shall periodically inspect street excavation sites throughout the Town. The inspector shall inspect to ensure that the requirements of Section II, Part F of the Ordinance have been met and to insure the validity of the statements on the permit. The Street Commissioner or their designee shall also be empowered as Street Excavation Inspectors.

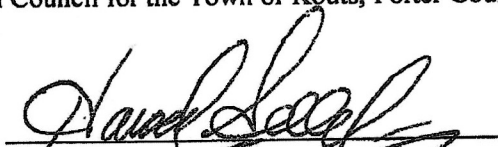
NOW THEREFORE, BE IT FURTHER ORDAINED that an emergency exists for the immediate passage of this Ordinance.

NOW THEREFORE, BE IT FURTHER ORDAINED that all other ordinances or parts of Ordinances of the Town of Kouts that are in conflict with this ordinance are hereby repealed to the extent of said conflict.

NOW, THEREFORE, BE IT FURTHER ORDAINED this Ordinance shall be in full force and effect 30 days after its passage and posting in accordance with IC § 36-5-2-10.

PASSED AND ADOPTED by the Town Council for the Town of Kouts, Porter County, Indiana this 13 day of December, 2021.

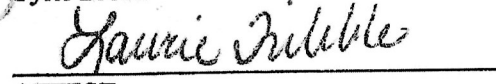

Robert Forster, President

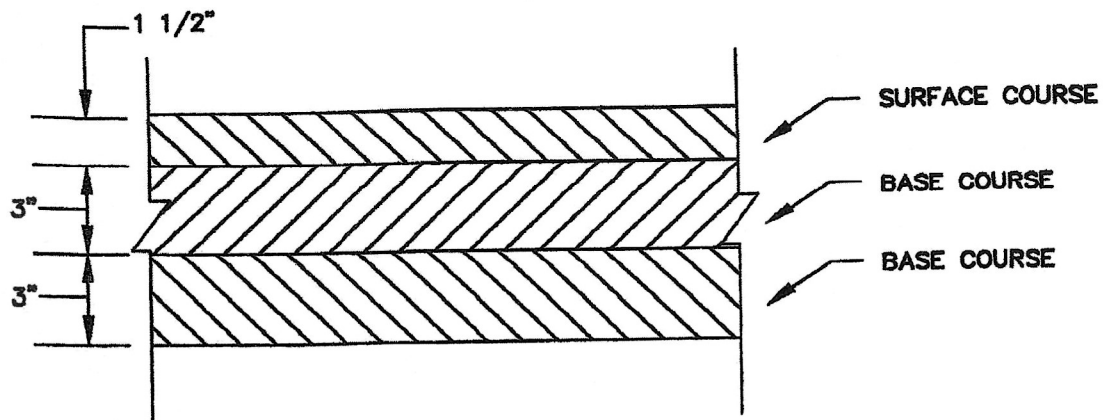

Harold Salyer


CJ Wittmer

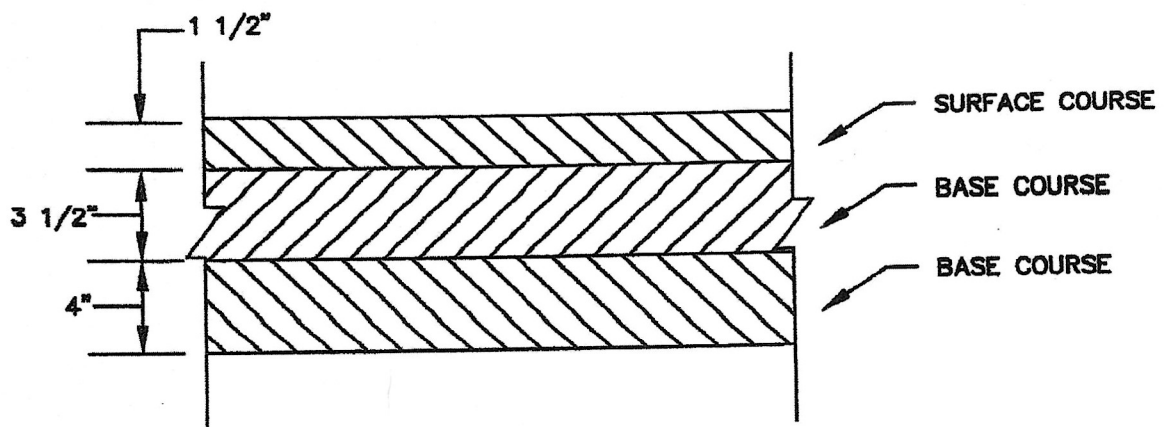

Blake Jefferson


Tyler Brock


ATTEST:
Laurie Tribble, Clerk Treasurer



LOCAL STREET



**COLLECTOR STREET AND
MULTI-FAMILY (3 UNITS OR GREATER)
AND NON-RESIDENTIAL AREAS**

NOTE:
ALL OTHER STREETS TO BE
DETERMINED BY THE TOWN
PLANNING STAFF

**STREET CROSS-SECTION
FULL DEPTH ASPHALT**

not to scale

