



# PERMIT APPLICATION

## Public Improvements

Building Division • 15151 E. Alameda Parkway, Ste 2400 • Aurora, CO 80012 • 303.739.7420 • Fax: 303.739.7412

### Due Diligence checklist AND application for Public Improvement Permit

In order for the Permit Center to assist you in a timely and efficient manner please provide the following information:

**Have the civil plans been approved by the City of Aurora?**  Yes  No  N/A Civil Plan number (CP#) \_\_\_\_\_

**Have the Site Plans been approved?**  Yes  No  N/A Site Plan # \_\_\_\_\_

**Has the Pavement Design been approved?**  Yes  No  N/A Pavement Design (PA#) \_\_\_\_\_

**Is there a Geotech for this project?** If so, list firm name, contact, address, phone, and email: \_\_\_\_\_

**Is this a City Project?**  Yes  No If yes, have you received your notice to proceed? (Permit cannot be obtained until notice to proceed has been approved. Who is the Project Manager for this project? \_\_\_\_\_)

**Traffic Control Plan.** Any work in the right of way restricting access to ROW **will** require an approved traffic control plan prior to permit issuance. (126-136) [www.auroragov.org/doingbusiness/taxesandfees/fees/street\\_occupancy\\_fee](http://www.auroragov.org/doingbusiness/taxesandfees/fees/street_occupancy_fee)

### To obtain information on any of the above please see Engineer on duty on the 2nd floor 303.739.7335

Developer/Owner	Contractor
Developer Contact	Contractor Name
Address	Address
City, State, Zip	City, State, Zip
Phone	Phone
Email	Email
Job address and/or location	Date of Precon
Scope of work	
WORK ORDER NO.	Materials cost

### LICENSE AND INSURANCE REQUIREMENTS

A surety/warranty bond payable to the City of Aurora, in the amount of \$20,000.00 is required. Such bond shall be valid for a period of two years from its date of issue. Such bond shall be renewed annually thereafter, so that contractors who wish to operate under the coverage of such bond will have no less than 12 months' coverage at the time they complete any construction project within the city. This bond must be executed by a commercial financial institution or corporate surety company within the metropolitan area. This bond shall contain a provision that if the City of Aurora seeks to collect on the bond in a court of law, the venue for such action shall lie in Arapahoe County, Colorado. (126-172)

Contractor shall carry a comprehensive general liability policy, including broad form property damage, completed operations and contractual liability for limits not less than \$400,000.00 each occurrence for damages of bodily injury or death to one or more persons, and \$100,000.00 each occurrence for damage to or destruction of property.(126-170)

List ALL subcontractors' license numbers and phone number(s) Separate permits may be required.(126-166)

List ALL subcontractors	Phone number	Scope of work
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____

Approval for Permittee: In accepting this permit, the applicant has read and understands all of the general provisions, certifies that he has the authority to sign for and bind Permittee, and by virtue of his signature the Permittee is bound by the provisions of this permit, the Aurora City Code and all other Ordinances State laws regulating construction. NOTE: Online applications

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Email your plans and TCP's to: [permitcounter@auroragov.org](mailto:permitcounter@auroragov.org)

All the above must be verified prior to permit issuance

Call 303.739.7420 to speak directly with a team member to schedule an inspection.

Amount Due: \$ \_\_\_\_\_

RSN: \_\_\_\_\_