



TOWN POLICY

ADMINISTRATION POLICY: Excavation Permit Policy

DEPARTMENT: Public Works

POLICY NUMBER: PW-013

APPROVAL: 
APPROVED BY CAO
Jeff Shaw

EFFECTIVE DATE: March 24, 1998
SUPERSEDES: Policy #E-40
UP FOR REVIEW: September 25, 2022

An excavation permit must be issued from the Town prior to any work starting.

All excavations must be properly barricaded with flashing lights until backfilled. All excavations shall be backfilled and roads made passable before leaving the area.

The contractor is responsible for the work performed during the first year, any repairs required during that time, will be billed appropriately by the Town of Cardston.

All excavations must conform to Town of Cardston specifications, which are as follows:

Specifications for Trenching and backfilling of All Utility Trenches

1) Trenching in roads, road crossings, driveways, etc.

(a) Asphalt to be cut so as to leave a smooth straight edge. Provide the Town of Cardston with a completion date for patching of trenches.

(b) Class of Backfill:

Place pit run gravel or sand in 6" lifts over the whole width of the trench and compact each lift to 100% of the maximum density at optimum moisture content as determined by the Standard Proctor Density test. Top 4" of trench to be backfilled in the same manner using crushed gravel.

(c) Surplus Material:

Contractor is responsible for the removal of all surplus material.

2) Trenching in utility easement boulevards, roadside, etc.

(a) Class of Backfill:

Place the native backfill material in 6" lifts over the width of the trench and compact each lift to 95% of the maximum density determined by the Standard Proctor Density test. Backfill materials shall be free of wood, brush, or other perishable objectionable material

(b) Surplus or objectionable material:

Contractor is responsible for the removal and disposal of this material.

3) Restoration





TOWN POLICY

TITLE: Excavation Permit Policy

POLICY NUMBER: PW-013

- (a) Restore or replace all sidewalks, curbs, gutters, shrubbery, fences, poles, or other property and surface structures damaged to removed during the course of the work to a condition equal to that before the work began, furnishing all labour and material, at no extra cost to the Town.
- (b) Restore trench surface to their original level and conditions after backfilling.
- (c) Restore other working areas that were affected by the construction operation by re-grading, re-gravelling, and pavement repair as necessary to restore these surfaces to their original level and condition.

4) Survey Monument

- (a) Report any damage, to geodetic control monuments, in writing, to the Town Administrator. Cost will be billed back to the Utility company at the time of replacement at a replacement cost current to the time of replacement.
- (b) Have replaced any legal survey markers that have been removed or damaged at no cost to the Town.

5) Responsibility

- (a) The Company is responsible for any maintenance during the first year.

