City of Loveland

APPLICATION FOR
DEVELOPMENT CONSTRUCTION PERMIT

FOR CITY USE ONLY	Application Date: _____ Permit Application Fee: _____ Received by: _____ Construction Coordination Meeting Date: _____

INSTRUCTIONS:

1. **Complete this form and attach all necessary documents.**
2. **If you have any questions or need additional information, contact the Public Works Department – Transportation Development Engineering Division at (970) 962-2501.**
3. **Submit the Application and pay the Permit Fee at the Public Works Department front desk, which is located at 2525 W. First Street.**

PROJECT INFORMATION:

Project Name (as approved by the City):

_____

Project A.K.A. (Marketing name if different from Project Name):

_____

Project Location:

_____

Property Owner (At the time of this permit issuance):

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

Applicant/Project Manager (The primary contact person for all matters regarding this project, and the person responsible for all matters referencing "the Developer" in the Development Agreement for this project):

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

Project Engineer (A Colorado licensed professional engineer who is the civil engineer, the person responsible for the design of this project, responsible for certification that improvements are constructed in accordance with approved plans, responsible for making revisions to plans with City approval and for providing record drawings):

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

Developer (The party or parties referenced in the Development Agreement who are responsible for the Developer's obligations contained in the Agreement – add additional names below):

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

General Contractor (The contractor in overall charge of the public infrastructure construction):

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

If you have no General Contractor, list all other contractors below.

Grading contractor:

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

Utility contractor:

Individual Name: _____
Company Name: _____
Address: _____

Phone number(s):

Office: _____
Cell: _____
Fax: _____
Email: _____

Concrete contractor for flat work:

Individual Name: _____

Company Name: _____

Address: _____

Phone number(s):

Office: _____

Cell: _____

Fax: _____

Email: _____

Concrete contractor for structures:

Individual Name: _____

Company Name: _____

Address: _____

Phone number(s):

Office: _____

Cell: _____

Fax: _____

Email: _____

Paving contractor:

Individual Name: _____

Company Name: _____

Address: _____

Phone number(s):

Office: _____

Cell: _____

Fax: _____

Email: _____

Landscape contractor:

Individual Name: _____

Company Name: _____

Address: _____

Phone number(s):

Office: _____

Cell: _____

Fax: _____

Email: _____

Other contractors and parties involved in the project:

_____

SUBMIT THE FOLLOWING ITEMS WITH A COMPLETED APPLICATION FORM:

- 8½"x11" copy of a Vicinity Map
- Copies of the approved Public Improvement Construction Plans for the project
- Proposed Project Schedule
- Project quantities and cost estimate for **all** of the public improvements to be constructed. This information must be submitted in the format shown on the attached form titled "Public Improvement Opinion of Cost Estimate Sheet." The estimate shall be prepared and stamped by a Professional Engineer. These quantities and costs are also to be submitted in an electronic spreadsheet format.
- Traffic control plan(s) for the project
- Copy of approved Development Agreement (if applicable)
- Copies of any Easements for the project
- Proposed haul routes shown on a City map (if applicable)
- Shop drawings (if applicable)
- Certificate of Insurance
- Other:

_____

CONSTRUCTION COORDINATION MEETING: A construction coordination meeting to discuss plans and special requirements for your project is optional for all development projects. If held, the people required to attend the meeting are the Project Manager, Project Engineer, Developer, Architect/Land Planner and General Contractor (if no General Contractor, representatives for each of the contractors expected to work on this project). A construction coordination meeting will only be held at the request of the Applicant.

People to attend: List the people's names and their respective titles for those who will attend the construction coordination meeting:

Name Title

_____

_____

_____

_____

ESTIMATED COST OF INFRASTRUCTURE IMPROVEMENTS: Provide the estimated value of all public infrastructure improvements that will be constructed and accepted by the City to own and maintain. The estimate shall be in the same format as the attached sheet titled "Public Improvement Opinion of Cost Estimate Sheet."

Public infrastructure estimated cost: $

_____

I certify that the information on this permit application along with the required additional submittals are true and correct to the best of my knowledge, and that in filing this application, I am acting with the knowledge, consent, and authority of the owners of the property (including all owners having legal or equitable interest in the real property, as defined in Section 1.04.020 of the City Code; and including common areas legally connected to or associated with the property which is the subject of this application) without whose consent and authority the requested action could not lawfully be accomplished. Pursuant to said authority, I hereby permit City officials to enter upon the property for purposes of inspection and, if necessary, to enter upon such property to perform work required of the applicant if the applicant were to fail to perform the required work.

_____ _____

Applicant Signature Date

City of Loveland

Public Works Department | Transportation Engineering
2525 West First Street, Loveland, CO 80537
970.962.2524 | TDD: 970.962.2620

cityofloveland.org

PUBLIC IMPROVEMENTS OPINION OF COSTS

Project Information
Project Name:
PZ#
Phase _____ **of** _____ (Separate summaries shall be provided for each phase if applicable)
Description of Project, including purpose and other relevant information like phasing
Location (Describe property location and major crossroads)
Address (of Existing Buildings or Property)
Legal Description (Lots, Blocks, Tracts and Subdivision Name)
Provide the following estimated value of the public improvements that will be constructed and accepted by the City to own and maintain. The units presented here are intended to assist in providing consistent units and quantities for review. Provide additional items if they are not shown on this list, but may be included in the project. In addition, separate summaries shall be provided for adjacent, on-site and off-site public improvements.

Certification by Professional Engineer

- I certify that the information provided on this form is true and correct to the best of my knowledge.

- I certify that I am acting with the knowledge, consent, and authority of the owners of the property (including all owners having legal or equitable interest in the real property, as defined in Section 1.04.020 of the City Code and common areas legally connected to or associated with the property.

Signature: _____ Date: _____

Place Professional Engineer Stamp Here

Erosion Control						
Description & ID	**Units**	**Installation Unit Cost**	**Maintenance as % of Installation**	**Installation & Maintenance Unit Cost**	**Estimated Quantity**	**Item Cost**
Check Dam (CDR)	LF		25%			
Check Dam (Reinforced) (CDR)	LF		25%			
Concrete Washout Area (CWA)	EA		200%			
Construction Fence (CF)	LF		25%			
Construction Markers (CM)	LF		50%			
Culvert Inlet Filter (CIF)	LF		25%			
Dewatering (DW)	EA		50%			
Division Ditch (Unlined) (DD)	LF		25%			
Division Ditch (ECM or plastic) (DD)	LF		10%			
Sediment/Erosion Control Matting (ECM)	SY		25%			
Inlet Protection (IP)	LF		50%			
Reinforced Rock Berm (RRB)	LF		25%			
Sediment Basin (SB)	LF		25%			
Sediment Control Log (Wattle) (SCL)	LF		25%			
Seeding and Mulching (SM)	AC		50%			
Slit Fence (SF)	LF		75%			
Slope Drain (SD)	LF		10%			
Stabilization Staging Area (SSA)	SY		50%			
Surface Roughening (SR)	AC		25%			
Temporary Stream Crossing (TSC)	EA		25%			
Topsoil (6-inch Lift) (TSL)	AC		25%			
Vehicle Tracking Control (VTC)	EA		100%			
Erosion Control Subtotal						

Street Improvements				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Clearing and Grubbing	LS			
Removal of Structures and Obstructions	EA			
Subgrade Preparation	SY			
Excavation	CY			
Borrow	CY			
Fill	CY			
Rock Excavation	CY			
Filter Material	CY			
Lime Treatment	SY			
Asphalt Patching	TON			
Asphalt Pavement	TON			
Base Course	TON			
Concrete Pavement	SY-IN			
Geo-textile	SY			
Riprap	CY			
Survey Monuments	EA			
Survey Manholes	EA			
Adjust Valves	EA			
Adjust Monuments	EA			
Median Cover Material (Concrete)	SY			
Street Improvements Subtotal				

Structures				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Bridge Structure	EA			
Culverts	EA			
Guardrail	LF			
Railing (Pedestrian)	LF			
Railing (Traffic)	LF			
Headwalls	EA			
Structures Subtotal				

Pedestrian and Bikeway Facilities				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Sidewalk Grading	SY			
4-Inch Thick Sidewalk	SY			
6-Inch Thick Sidewalk	SY			
Directional Curb Ramp	SY			
Corner Curb Ramp	SY			
Mid Block Ramp	SY			
Concrete Bikeway	SY			
Sidewalk Chase	EA			
Curb & Gutter Grading	LF			
Curb & Gutter - Type II	LF			
Curb & Gutter - Type I	LF			
Glue-down Curb	LF			
Pedestrian and Bikeway Facilities Subtotal				

Street Lighting - Local & Minor Collector Streets in Loveland (City Limits Only)				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Standard Pedestrian Light	EA			
Standard Street Light	EA			
Street Lighting Subtotal				

Traffic Signals, Signing, & Striping				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Standard Street Signs	EA			
Standard Sign Post	EA			
Standard Regulatory Signs	EA			
Standard Speed Limit Signs	EA			
Latex Paint (4 inches)	LF			
Latex Paint (8 inches)	LF			
Latex Paint (12 inches)	LF			
Latex Paint (18 inches)	LF			
Latex Paint (24 inches)	LF			
Epoxy Pavement Markings (4 inches)	LF			
Epoxy Pavement Markings (8 inches)	LF			
Epoxy Pavement Markings (12 inches)	LF			
Epoxy Pavement Markings (18 inches)	LF			
Epoxy Pavement Markings (24 inches)	LF			
Preformed Tape for Symbols & Crosswalks	LF			
Preformed Thermoplastic	SF			
Traffic Signals	EA			
Traffic Signals, Signing, & Striping Subtotal				

Work Zone Traffic Control				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Traffic Control	LS			
Work Zone Traffic Control Subtotal				

Storm Drainage Facilities				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Grading	SY			
Inlets	EA			
Manholes	EA			
Pipe (Material Type - Size)	LF			
Trickle Channel (width)	LF			
Storm Drainage Facilities Subtotal				

Public Water System				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Mobilization	LS			
Water Main (Material Type - Size) (including main fittings, main valves, temp blow-offs, standard bedding, thrust restraint)	LF			
Testing & Disinfection	LS			
Fire hydrant assembly complete (including tee, lateral and valve	EA			
Special Valves (Not inlcuding main or fire hydrant)	EA			
3/4" - 1" Meter Services/Pits (including saddle, corp stop, service line, curb stop, yoke, meter pit)	EA			
1.5" - 6" Meter Services/Vaults (including saddle/fitting, corp or valve, service line, curb stop or valve, meter set, meter)	EA			
Steel Casing	LF			
Pressure Reducing Valve Vault	EA			
Special Lowering/ Crossing	EA			
Special Tie-in/Connection/Wet tap	EA			
Inline blow off and outlet structure (large main)	EA			
Air and Vacuum Release Valve and Vault Assembly	EA			
Special Bedding	CY			
Asphalt Repair & Removal	CY			
Site Restoration & Reveg.	CY			
Traffic Control	CY			
Erosion Control	LS			
Public Water System Subtotal				

Public Wastewater System				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Mobilization	LS			
Wastewater main (Material Type - Size) (including standard bedding & Groundwater barriers)	LF			
Wastewater main (Extra Depth >15') (Material Type - Size)	LF			
Standard Manhole	EA			
Extra Depth Manhole (>15')	EA			
Flat Top Manhole (< 5')	EA			
Outside Drop manhole connection	EA			
Special Tie-ins/Connections to ex MH	EA			
Manhole Sealant (not Ramneck)	EA			
Jet & Clean, and Test Main and MHs	LS			
Wastewater Service (complete)	EA			
Steel Casing	LF			
Special Bedding	CY			
Asphalt Repair & Removal	CY			
Site Restoration & Reveg.	CY			
Traffic Control	CY			
Erosion Control	LS			
Public Wastewater System Subtotal				

Removal and Repair				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Asphalt Patching	SY			
Concrete Sidewalk R&R	SY			
Concrete Curbwalk R&R	LF			
Milling	SY			
Asphalt Removal	SY			
Removal and Repair Subtotal				

Construction Surveying/Staking				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Construction Surveying/Stalking Subtotal				

Material Testing				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Material Testing Subtotal				

Record Drawings				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Record Drawings Subtotal				

Construction Management				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Construction Management Subtotal				

Landscaping				
Description	**Units**	**Unit Cost**	**Estimated Quantity**	**Item Cost**
Soil Amendment	SY			
Underground Irrigation	LS			
Temporary Above Ground Irrigation	LS			
Final Grading	SY			
Seeding	SY			
Turf/Sod	SY			
Deciduous 2" Trees	EA			
Deciduous 1 1/2" Trees	EA			
Evergreen Trees 6 foot	EA			
Shrubs 3.5 gallon	EA			
Fences/Walls/Retaining Walls	LF			
Hardscape/furniture, trash receptacles, shelters, trails, sidewalks, etc.	LS			
Landscaping Subtotal				

Subtotal	
Public Water System Subtotal	$0.00
Public Wastewater System Subtotal	
Landscaping Subtotal	
Subtotal of ALL OTHER ITEMS	

Total	
Total of the Public Improvements	
15% Contingency and Inflation Total	
Total Cost Estimate (including 15% contingency)	
Surety Total = 15% of Total Cost Estimate	

IPIA ONLY - 110%	
10% Contingency and Inflation Total	
IPIA Total = 110% of Total Cost Estimate	

Public Works: _____ Date:_____

Stormwater: _____ Date:_____

Water/Waste Water: _____ Date:_____

Planning: _____ Date:_____

City Engineer: _____ Date:_____

City of Loveland

DEVELOPMENT CONSTRUCTION PERMIT

Issuance Date: _____

Project Name: _____ **Project a.k.a:** _____

City and Developer contacts: ***See DCP Application and Agenda for names and phone numbers of all contact persons for this project.***

Fees: Permit Application Fee (paid at the time of application) $ 30.00

Development Bond or other approved surety: $ _____

Amount of security deposited with the City to guarantee Permittee's performance and warranty of all public improvements to be constructed as shown on the approved plans for the development.

Form of security deposited with the City: ☐ Bond ☐ Letter of Credit ☐ Cashier's Check

PERFORMANCE REQUIREMENTS OF THIS PERMIT:

1. **The Permittee shall require their Project Engineer to incorporate into all design drawings and specifications the certification of all materials testing by an Engineer. The Permittee shall have an Engineer prepare revised design drawings and secure City approval for all revisions to the Public Improvements Construction Plans, Utility Plans and related documents. The Permittee shall have an Engineer represent that the improvements are constructed in conformance with the approved Public Improvements Construction Plans, Utility Plans, related documents and the standards and specifications of the City. The Permittee shall provide record drawings prepared by an Engineer prior to the City's acceptance of the constructed public improvements. (All reference above to the terms "Project Engineer" and "Engineer" shall mean a Professional Engineer licensed in Colorado.)**

2. All contractors who perform work on this project must be bonded and licensed in conformance with City requirements.

3. Construction time restrictions: City Inspections hours and Project Schedule as defined at the Development Construction Permit Preconstruction Meeting.

4. The applicant understands that additional permits may be required for this development project and the applicant shall secure those permits directly from the issuing departments.

5. This permit, along with a complete set of all approved plans and documents for this project (Public Improvements Construction Plans, Utility plans, site plan, landscape plan, Development Agreement if applicable, soils report, pavement design, traffic study, drainage report, plat easements and any other official documents), shall be kept on the development site available for use by City staff doing inspections.

6. Permit expiration pursuant to Chapter 6 of the Larimer County Urban Area Street Standards):

a. If construction has not begun within sixty (60) days from the date of issuance of this permit, this permit shall expire and the applicant will **forfeit the permit fee** paid for this permit, whereupon the applicant must re-apply for a new permit.

b. In addition, this permit shall expire one year from the date of issuance. The applicant may apply for an extension by reapplication at least two weeks prior to the expiration date. Such application shall contain information sufficient to justify the granting of the extension. An extension may be granted for up to six months.

7. Building permits and certificates of occupancy will only be issued when all conditions contained in the Development Agreement (if applicable) and Section 18.16.06 of the Loveland Municipal Code are met. If the Development Agreement does not specify times for completion of public improvements, or if there is no Development Agreement, then the improvement requirements specified in Section 18.16.06 of the Loveland Municipal Code shall apply, which provides that construction of all improvements shall be required prior to the time of issuance of the first building permit.

8. Acceptance by the City of the public improvements shall be after (1) final inspection has been conducted by the City; (2) punch list items from the final inspection are completed and accepted by the City; and (3) required certifications from the licensed professional engineer that improvements are completed to City standards, specifications and approved Utility Plans; and the record drawings have been received and accepted by the City.

9. The warranty on street improvements is for two (2) years from the date of initial acceptance by the City of the completed improvements, in accordance with Section 24.3 of the Larimer County Urban Area Street Standards, as applicable.

10. The Public Works Inspector must be notified at least twenty-four (24) hours prior to any planned construction on this project. All required perimeter silt fencing and other erosion/sediment control best management practices (BMP's) that can be installed prior to construction must be in place and inspected by the Public Works Inspector before any land disturbing activity begins.

11. No work (including grading) shall be started in State Highway right-of-way until a permit is issued by the Colorado Department of Transportation to allow such work to begin.

12. Other conditions: Performance and Warranty surety for the public improvements is required for this project in the amount of $_____, as set forth above. The Applicant acknowledges that upon the City's initial acceptance of the constructed improvements, the performance surety shall convert to warranty surety. The Applicant further acknowledges the City's right to enforce the Applicant's obligations against the posted surety, as applicable, and to additionally require the Applicant to complete Applicant's obligations.

Permittee's acknowledgement signature:

By signing this permit, I acknowledge that I am acting with the knowledge, consent, and authority of the owners of the property (including all owners having legal or equitable interest in the real property, as defined in Section 1.04.020 of the City Code; and including common areas legally connected to or associated with the property which is the subject of this application) without whose consent and authority the requested action could not lawfully be accomplished. Pursuant to said authority, I hereby permit City officials to enter upon the property for purposes of inspection and, if necessary, to enter upon such property to perform work required of the applicant if the applicant were to fail to perform the required work. I also acknowledge that I have read this permit document with all its requirements and conditions, and I agree to all of the terms and conditions so stated in this permit.

_____ _____

Applicant/Project Manager's Signature Date

Approval for issuance:

_____ _____

City Engineer Approval Permit Issuance Date