



CITY OF AZTEC

APPLICATION FOR CURB CUT, SIDEWALK AND DRIVEPAD CONSTRUCTION PERMIT

PERMIT NO.: _____

DATE: _____

This permit application applies only to work being done within the public right-of-way. Work on private property (including installing a driveway) may require an additional permit. Work covered by this permit includes cutting of curbs and sidewalks for, and construction of, a drivepad.

Return to: Public Works Department
Attn: City Engineer
610 Western Dr.
Aztec, NM 87410
(505) 334-7660

Application Fee: \$35.00
(Additional fees may apply; see terms and
Conditions below.)

1. Applicant Information

Name:	Contractor Name:
Address:	Address:
City / State / Zip Code:	City / State / Zip Code:
Phone Number:	Phone Number:
Email Address:	Email Address:
Field Contact Name:	Field Contact Name:
Field Contact Phone:	Field Contact Phone:

2. Project Information

Address/Location:
Purpose of Curb Cut:
Linear Feet of Curb/Sidewalk to be Removed:
Estimated Date for Start of Construction:
Estimated Date for Completion of Construction:

3. Required Attachments

- a) Attach location or construction plans (if stamped plans are required you will be notified).
- b) Attach traffic control plan (must conform to the most recent version of the Manual on Uniform Traffic Control Devices).

4. Applicant Signature

I, _____, representing _____ hereby certify that I have read this application and that the above information supplied is true and correct. I agree to abide by all Terms and Conditions required by the City of Aztec.

Signature: _____ **Date:** _____



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TERMS AND CONDITIONS

Permits will not be processed without all of the required information.

Care and Public Protection

The person making the cut or excavation shall take care to cause the least amount of damage to the adjacent improvements or right-of-way. Work will be performed in such a manner as to minimize inconvenience to the public and permit passage for motorists or pedestrians.

Done Only When Necessary, Supervision

The breaking down, building or replacing of curbing in the streets of the city, as provided in Section 22-21, shall only be done when it is necessary and it shall be under the general supervision of the city engineer or the city manager and the amount of curb to be torn down and replaced shall first be approved by the city engineer or city manager.

General Conditions

1. A sketch plan must be attached showing the area of proposed work, street, driveway, buildings, property line, etc.
2. Curb cut, sidewalk and drivepad shall be constructed in accordance with City Construction Standard D-313.
3. Curb and sidewalk cuts shall extend to the nearest full depth crack or joint. Removal of curb, curb and gutter or sidewalk shall be made so as to not to disturb the subbase.

Inspection

This permit application must be submitted and approval received prior to any construction. The work must be inspected before concrete/asphalt is poured and a final inspection must be performed when the work is complete. For the required inspections, please contact the City Engineer/Public Works Director at the number listed above.

Permit Posting

An approved copy of this application must be available for inspection at the location when work is performed.

Utility Locating

Applicant is responsible for ensuring all utility locating is performed. Contact New Mexico One-Call at 1-800-321-2537 for utility locating services.

Traffic Control

Vehicular and pedestrian traffic control shall be in accordance with the latest Manual on Uniform Traffic Control Devices (MUTCD).

FOR CITY USE ONLY

Approved: ☐ YES ☐ NO

Signature: _____

Date Issued: _____

FEE DETERMINATION

Permit Fee: _____
