



**CITY OF PAINESVILLE**

Engineering Department  
66 Mentor Avenue  
Phone: (440) 392-5935

**PAVEMENT CUT / CURB CUT**

The Engineering Department (440-392-5935) shall be notified 24 hours prior to any opening being made in the Right-of-Way. For more information, reference City of Painesville Codified Ordinances Part 9, Chapter 907 Excavations for Pavement Cuts and Boring and Chapter 913 Curb Cuts

**Job Address** \_\_\_\_\_

**Purpose/Scope of Work** \_\_\_\_\_

**Contractor** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Cell** \_\_\_\_\_ **Email** \_\_\_\_\_

**License #** \_\_\_\_\_ **Estimated Completion Date:** \_\_\_\_\_

**Property Owner** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Cell** \_\_\_\_\_ **Email** \_\_\_\_\_

Remit permit to:  Contractor  Property Owner  Other \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_ FAX or Email \_\_\_\_\_

All work related to this application shall be in conformance with State and Local Regulations

<b>Applicant Signature</b>		<b>DATE</b>	
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**FEES**

PAVEMENT CUT	# of occurrences	Fee/each	Total
40 square feet or less:		\$500.00	
Greater than 40 square feet:		\$700.00	

BORING	# of occurrences	Fee/each	Total
Boring Fee		\$100.00	

CURB CUT	Lineal Feet	Fee/each	Total
Basic Fee	---	\$50.00	\$50.00
Curb Cut Fee		\$10.00/lineal foot	
		<b>TOTAL FEE</b>	

PERFORMANCE BOND: Total Number of Occurrences in the right-of-way: Bond # \_\_\_\_\_ Value per Occurrence = \$2,500  
Total Bond valuation: \$ \_\_\_\_\_ Performance Bond (valid for 180 days) to be submitted and held with the City Finance Director.

Approved by:

<b>City Engineer</b>		<b>DATE</b>	
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48 HOURS BEFORE YOU DIG, CALL 1-800-362-2764  
OHIO UTILITIES PROTECTION SERVICE (OUPS)

# Pavement Cut and Curb Cut Requirements and Information

## Requirements

- Permits are required
- **Contractor:** Contractors are required to be registered with the City of Painesville before doing any work in the City.
- **Submittals:**
  - Statement/Description of Work to be done
  - Preliminary review by **Engineering Department**
  - Site plan—detailed, legible, comprehensive, sufficiently clear
    - property lines marked
    - setback lines marked
    - residence outline, garage and all out buildings in proper locations with dimensions
  - Construction plan—detailed, legible, comprehensive; sufficiently clear
  - Permit Application
  - Payment—check (made payable to the City of Painesville) or cash
- Permits must be obtained **prior** to the start of any work and are required to be displayed at the work site

This permit is issued in accordance with Section 913.04 Standards which state:

- (a) That the work shall be done according to the standard specifications of the City for public work of like character;
- (b) No proposed curb cut is longer than forty feet at the curb;
- (c) That the operation will not unreasonably interfere with: 1) vehicular and pedestrian traffic; 2) demand and necessity for parking spaces; 3) means of ingress and egress from the affected and adjacent properties; and
- (d) That the health, welfare and safety of the public will not be unreasonably impaired. (Ord. 49-78)

The applicant shall hold the City of Painesville harmless from any and all claims, damages and causes of action whatsoever which may arise from the work done under this permit.

## FEES

PAVEMENT CUT	# of occurrences	Fee/each	Total
40 square feet or less:		\$500.00	
Greater than 40 square feet:		\$700.00	

BORING	# of occurrences	Fee/each	Total
Boring Fee		\$100.00	

CURB CUT	Lineal Feet	Fee/each	Total
Basic Fee	---	\$50.00	\$50.00
Curb Cut Fee		\$10.00/lineal foot	

**TOTAL FEE** \_\_\_\_\_

**PERFORMANCE BOND:** Total Number of Occurrences in the right-of-way: Bond # \_\_\_\_\_ Value per Occurrence = \$2,500  
 Total Bond valuation: \$ \_\_\_\_\_ Performance Bond (valid for 180 days) to be submitted and held with the City Finance Director.

## Required Inspections

Inspection services validate that work performed complies with the scope detailed in the permit description and/or approved plans. Below is the order of the required inspections. It is **mandatory** that you schedule each of the necessary inspections.

Required	Required Inspections	Date/Time
<input type="checkbox"/>	Call <b>440-392-5935</b> at least 24 hours before the desired inspection	
<input type="checkbox"/>	<b>Apron/Sidewalk Inspection</b> - before concrete is poured	
<input type="checkbox"/>	<b>Final</b> - The final inspection shall be made after all work required by the plan approval is completed.	

**Additional Information:** \_\_\_\_\_



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# PAVEMENT CUT / CURB CUT

## Chapter 907 Excavation

### 907.01 OPENINGS.

No person shall construct, operate or maintain any opening for either the removing or receiving of goods, wares or merchandise of any kind whatsoever, or any areaway, stairways, steps or other structures in any street, alley, right-of-way or sidewalk of the City except by permission of the City Manager.

### 907.02 UNAUTHORIZED EXCAVATION PROHIBITED.

No person shall, without permission from the City Manager, dig, remove or carry away, or cause the same to be done, any stone, earth, sand or gravel from any street, lane, alley, right-of-way or public ground, for any purpose whatever.

### 907.03 EXCAVATION FOR PRIVATE AND PUBLIC PURPOSES.

All street openings, in dirt or paved streets, of whatever nature, shall be made in accordance with the rules and regulations of this chapter.

### 907.04 REGISTRATION; STREET OPENINGS AND PAVEMENT CUTS.

Street openings and pavement cuts for private purposes may be made only by a registered and licensed sewer builder as defined in [Chapter 1308](#), registered master plumber as defined in [Chapter 1307](#) or other qualified person, firm or corporation acceptable to the City Engineer and registered as defined in [Chapter 1306](#), and the full cost and expense of such work shall be paid by the applicant for such street opening or pavement cut. City departments performing the work shall be exempt from the requirements of this section.

### 907.05 PAVEMENT CUTS; PERMITS AND FEES.

- (a) A permit shall be obtained from the City Engineer and a fee shall be paid to the City by the applicant before a pavement cut or an excavation, boring or tunneling beneath the pavement is made, and/or an excavation, boring or tunneling is made within the right-of-way. The following fee schedule for pavement cuts shall apply to all work conducted in the right-of-way.
- (1) Pavement cuts that are 40 square feet or less shall be charged five hundred dollars (\$500.00) per occurrence;
  - (2) Pavement cuts that exceed the size indicated in Section [907.05\(a\)\(1\)](#) shall be charged seven hundred dollars (\$700.00) per occurrence;
  - (3) Excavations, borings or tunneling beneath the roadway that do not require the pavement to be cut or broken, and/or excavations, borings or tunneling made within the unpaved right-of-way, (including sidewalk and tree lawn area) shall be charged one hundred dollars (\$100.00) per occurrence. An "occurrence" is any time a bore or tunneling is conducted in the right-of-way or underneath the roadway.
- (b) The permit fee outlined in Section [907.05\(a\)](#) shall be credited in the following manner:
- (1) Twenty-five percent shall be credited to the General Fund to cover the cost of inspection.
  - (2) Seventy-five percent shall be credited to the Street Construction, Maintenance and Repair Fund to cover the cost of pavement replacement, except as may be provided below.

### 907.06 RESTORATION.

- (a) Backfilling. Trenching occasioned by pavement cuts in dirt streets and under the paved portion of streets shall be backfilled by the applicant. The trench shall be backfilled with material acceptable to the City Engineer, and shall be compacted in six-inch layers, using mechanical compactors if necessary to obtain required compaction. The trench shall be brought to the existing street grade.
- (b) Pavement Restoration. The pavement will be restored by the permit holder in a manner acceptable to the City Engineer or their designee.

### 907.07 MAJOR UNDERGROUND REPLACEMENTS OR NEW CONSTRUCTION OF UTILITIES.

Sections [907.03](#) through [907.08](#) shall not apply to major underground replacements or new construction of utilities undertaken by the utility companies authorized to place their utilities in the public right of way. The utility company or its designated contractor shall replace pavements and sidewalks in like kind. The City shall bill the utility company and the utility company shall insure payment for inspection at the City's established inspection rate in effect at the time the inspection services are required.

### 907.08 PERFORMANCE BOND.

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OHIO UTILITIES PROTECTION SERVICE (OUPS)**



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- (a) In addition to the required permit fee, the applicant shall post a performance bond. Performance bonds accepted by the City Manager by authority of this section shall be two thousand five hundred dollars (\$2,500) per occurrence in the right-of-way.
- (b) Performance bonds shall be filed with the City Finance Director and shall not expire less than 180 days from the date of the most recent permit issued to the applicant.
- (c) City departments performing work are exempt from this section

### **907.09 REPAIR OF DAMAGE.**

Contractors and utility companies are required to make repairs as a result of any damage resulting from the replacement and/or new construction of utilities. This shall include, but is not limited to, boring through a water or sanitary sewer line, severing or cutting a public or private utility line, sinking of a roadway surface as a result of an excavation, and more. All repairs required pursuant to this section must be completed within 48 hours of being notified by the City Engineer or designee that damage resulted from any of the actions listed above, unless an extension is requested in writing and written approval is granted by the City Engineer.

### **907.99 PENALTY.**

Whoever violates any provision of this chapter is guilty of a minor misdemeanor. A separate offense shall be deemed committed upon each day during or on which the offense occurs or continues.

## **Chapter 913 Curb Cut**

### **913.01 PERMIT REQUIRED.**

No person shall begin to construct, reconstruct or alter any curb cut without first obtaining a permit from the City Engineer.

### **913.02 APPLICATION.**

An applicant for a curb cut permit shall file with the City Engineer an application showing:

- (a) Name and address of the owner, or agent in charge, of the property abutting the proposed work area;
- (b) Name and address of the party doing the work;
- (c) Location of the work area;
- (d) Attached plans showing details of the proposed alteration;
- (e) Estimated cost of the alteration; and
- (f) Such other information as the City Engineer shall find reasonably necessary to the determination of whether a permit should be issued.

### **913.03 FEES.**

An application for a curb cut permit shall be accompanied by a filing fee of fifty dollars (\$50.00). When sidewalks, curbs, curb cuts, driveways or streets are to be altered simultaneously, only one permit and fee shall be required.

### **913.04 STANDARDS.**

The City Engineer shall issue a permit when he finds:

- (a) That the work shall be done according to the standard specifications of the City for public work of like character;
- (b) No proposed curb cut is longer than forty feet at the curb;
- (c) That the operation will not unreasonably interfere with: vehicular and pedestrian traffic, the demand and necessity for parking spaces, and the means of egress to and from the property affected and adjacent properties; and
- (d) That the health, welfare and safety of the public will not be unreasonably impaired.

### **913.99 PENALTY.**

Whoever violates any provision of this chapter is guilty of a minor misdemeanor. A separate offense shall be deemed committed upon each day during or on which the offense occurs or continues.

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