

Chapter 11 - Permits

11.1 General

This chapter pertains to Public Works Permits required for any and all work occurring in the City's public rights-of-way and any work affecting public infrastructure. Contractors, public utility agencies, and property owners installing public or private improvements or storing materials or equipment within any public right-of-way or City-owned easements must obtain the required permit(s) prior to commencing the work. The following Permits may be required prior to performing certain described activities in the public right-of-way and City-owned easements. The Applicant/Contractor are responsible for obtaining the necessary Permits and associated requirements prior to any work in the right-of-way.

The electronic application for such Permits can be found the City's webpage:
<https://www.castlepinesco.gov/>.

11.1.1 Right-of-Way Permits

All work in public rights-of-way and easements must be permitted in accordance with the criteria outlined here. It is unlawful for any person to perform work within a City public right-of-way without first obtaining a valid Permit from the City. Any person violating this requirement may be subject to a stop work order and other subsequent penalties set forth in the Castle Pines Municipal Code.

The Right-of-Way Permit governs the construction, removal, repair, or maintenance of utilities, cable TV, signs, and other facilities in the public right-of-way. This Permit also governs the installation or replacement of City-maintained public improvements, including sidewalk, curb and gutter; roadway subbase, wearing surface, drainage and flood control structures, piping, channels, signs, and traffic signals; and the construction and maintenance of utility mains or services. The Right-of-Way Permit governs new access points from private property to City streets and roadways.

11.1.2 Uses for Right-of-Way Permit and other Permit Types

A Right-of-Way Permit is required prior to beginning any repair or modification of existing or future public infrastructure or private improvements within the public right-of-way. It is also used to authorize the construction of minor public or private improvements and repairs that do not require a separate review and acceptance of public improvement construction plans, but instead are shown on an approved site plan. The Right-of-Way Permit also applies to additional types of work, including, but not limited to, traffic control, excavation, and aerial work.

11.1.2.1 Grading, Erosion and Sediment Control Permit (GESC Permit)

Earthwork (excavation, grading, clearing, grubbing, or filling) on private or public property within the City of Castle Pines is governed by the City. A Permit is required for most earthwork construction on private property so that drainage from one property to the next is managed as designed. Any grading project over 1 acre is required to apply for a grading permit. Other properties less than an acre may require a low impact grading Permit depending on the type of construction proposed.

- The fee for this Permit shall be as established by the Municipal Code.
- The GESC Permit is required for any Contractor to begin over-lot grading, excavation, clearing, and grubbing within a particular development or project before work begins and sufficient surety is provided to the City Public Works Department.

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- Refer to the City's GESC manual on the City's webpage for the requirements of this Permit and policies.
[https://www.castlepinesco.gov/.](https://www.castlepinesco.gov/)

11.1.2.2 Temporary Water Service Permits (Construction Water)

To service construction projects requiring the use of water, the Applicant must contact the appropriate Water and Sanitation District. Although the water and sanitary sewer systems are not owned or solely permitted through the City, Right-of-Way Permits are required for inspection of backfill and surfacing procedure in the right-of-way.

11.1.2.3 Overweight Vehicles

The City analyzes any necessary overweight hauling and will limit access to certain streets depending on the weight of vehicles. This analysis will occur in the evaluation of the Right-of-Way Permit Application.

11.1.2.4 State and Federal Permits

The construction of public infrastructure and land development projects at times require Permits from the state or federal agencies, including, but not limited to the following:

- Construction Stormwater or Dewatering discharges
- Stormwater Management plans
- Section 404 Permits for impacts to wetlands or waterways
- Air Emission Permit from Colorado Department of Public Health and Environment
- Other Permits from CDOT

The Owner/Developer should anticipate discussions of these Permit requirements in the pre-application meeting to confirm compliance with the various state and federal agencies.

11.1.2.5 Other City Permits

This section does not address other City Permits required, such as Building Permits, Water and Sanitary District Permits, Special Use Permits, or Peddler's Licenses. Those Permits are addressed separately through the City.

11.2 Permit Standards and Conditions

11.2.1 General Requirements

The Applicant shall be responsible for the following requirements, which are relevant for the project:

- **Review and Acceptance of Submittals.** The application will be reviewed by the City Public Works Department. If additional information is required, the Applicant will be contacted and required to supply the necessary information. In the review, the City Public Works Department will verify that the Applicant has provided the applicable bond, license, traffic control plans, construction plans, insurance documents, and all required submittals. The City Public Works Department will not review or process any incomplete applications for Permits. Permit reviews may require 10 working days after complete submittals.
- **Approval of Permit.** Permits are issued subject to the approval/acceptance of the City, state, or other governmental agencies having either joint supervision over the section of road, or authority to regulate land use by means of zoning or building regulations.

- **Issuance of a Permit.** The Permit is issued to the Applicant after all fees have been collected and applications and other applicable documents are submitted, reviewed, and accepted. This Permit issuance is only temporary in nature, and any changes in schedule or work must be submitted in writing to the City Public Works Department for review and acceptance for the Permit to remain valid. Work cannot proceed after expiration of Permit without approval of the City Public Works Department.
- **Other Agency Approval.** Permit Applicants/Contractors are responsible for obtaining separate Permits or permission as may be required. Examples may be when work is proposed within the state highway, Utility District, or irrigation company rights-of-way or private property. The Permittee is responsible for coordinating with respective Agency(ies) to confirm their standards and specifications are met.
- **Easements.** It shall be the Applicant's responsibility to obtain required easements and approvals that may be required.
- **Submittals and Fees.** The Applicant shall pay all required fees, provide insurance, guarantee (if required), and provide appropriate plans, if necessary. The minimum fee for a Right-of-Way Permit is found in the Municipal Code. Any person or corporation commencing any work without prior valid written authorization, shall be required to pay a penalty fee. The penalty fee found can be found in the Municipal Code. The penalty fee includes the normal inspection fee.
- **Coordination of Utility Work.** The Applicant shall be responsible for coordinating any utility work, including relocation of the utilities (for example, power poles, transformers, and signals) with the appropriately responsible district or other third-party agency. These agencies may require their own Permit process.
- **Affected Area.** The Applicant is responsible for returning the areas affected by construction to equal or better condition prior to commencement of activity. The Applicant is responsible for repairing any damage to private or public property or other adjacent right-of-way that occurs during construction.
- **Not Transferable.** The Permit may not be transferable or assignable except as agreed to by the City. The Applicant may subcontract some of the work, and the subcontractor can work under the general contractor's permit.
- **Supplemental Permit.** The Contractor must receive a subsequent approval from the City Public Works Department for any work outside of the scope of the approved permit. It is the Applicant's responsibility to notify the City Public Works Department of the changes. The City Public Works Department will inform the Applicant whether they must apply for a supplemental Permit or a new Permit prior to undertaking the additional work. If the changes are significant, the City Public Works Department may require additional payment on the existing Permit for the additional scope of work or require a new Permit for the additional work.
- **Public Display.** All required Permits and approved plans must be available on the job site at all times during construction and during placement of traffic control devices. Failure to comply with this provision shall be grounds for a revocation of the Permit and the issuance of a stop work order.
- **No Reimbursement of Fees.** In general, once the Permit is approved and fees are collected, no Permit fee will be reimbursed, even if the Permit has expired before construction takes place.
- **Traffic Control Plans.** A Traffic Control Plan shall be submitted with the Permit Application for a proposed work for acceptance by the City Public Works Department, if applicable. Once the Traffic Control Plan is accepted, all plans, barricades, signs, traffic control devices shall be placed in accordance with MUTCD. The Applicant/Contractor shall be responsible for maintaining barricades and other safety devices at all times during construction operations.
- **Traffic Flow During Peak Hours.** No interference of traffic during peak hours will be accepted. Each Permit will acknowledge hours in which the Contractor can work on a particular road or right-of-way. Unless acknowledged by the City Public Works Department as an emergency, no traffic control can be

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on City roadways prior to 8:30 a.m. and after 3:30 p.m. unless otherwise stated on the Permit or by written confirmation of the City Public Works Department.

All work with traffic control in the field shall be performed by a certified Traffic Control Supervisor unless otherwise waived by the City in the application review process. The plan shall detail all devices; hours of work; days; dimensions of tapers and barricades; limits of work area; and requirements for closure of lanes, roads, and access points to commercial or residential properties. The City requires electronically generated plans for complex projects. For small projects, the City Public Works Department would prefer electronically generated plans, but if hand drawn, the plans must be legible and accurate.

- **Road Closure Requests.** If a contractor requests a road closure in their application for a Right-of-Way Permit, the following applies to any approved closures:
 - Road closures will require the written approval of the City Public Works Department. Proper posting and public notification will be required 7 days in advance of any closure. Forms of notification may include door hangers, variable message signs, and press releases.
 - Only one side of a street may be blocked at any given time. Traffic must be provided a minimum lane width of 10 feet in the construction area. Any plan for traffic control during construction that indicates a complete closure must show detour routes and must be approved by the City at least 1 week prior to Permit issuance.
 - For full closure, the Applicant will notify and get approval from the appropriate fire protection district, the County Sheriff's Office, and school district, concerning the exact location of street barricades and dates traffic will be impeded before approval from the City Public Works Department.
- **Application Requirements and Procedures.** The Permit holder must schedule a City inspection by contacting the City Public Works Department at least 24 hours, but not more than 120 hours, in advance of commencing work, or penalties of the stop work order may apply. If an inspection is scheduled with the City Public Works Department, and for any reason, work is not performed as scheduled, the permitholder must call and cancel the inspection as soon as possible. Failure to cancel the City inspection may result in a rescheduling fee levied against the licensed permitholder, revocation of the permitholder's license, or both.
 - The work of installing range boxes, surveying monuments, adjusting manhole rings and service boxes, or any similar work undertaken solely for the convenience and at the order of the City shall require a permit; however, the Permit may be issued on a "no fee" basis.
 - These Permits shall apply to Emergency Repair. An Emergency Cut shall be defined as a roadway excavation required to restore an essential service that has been disrupted or failed, or where delay of repair would cause further damage to the public right-of-way. Essential service shall be defined as electric, telephone, gas, water, and sanitary sewer, or other such service needed to protect the health, safety, and welfare of the public. Emergency Permits shall be processed within 3 business days of the emergency; typical fees, such as a street cut, will be assessed at that time.
 - All utilities shall obtain a Permit prior to beginning work in a future or existing City right-of-way. The practice of utilities using their own work order or job order to proceed with work in the right-of-way in lieu of obtaining a City Permit is prohibited.
 - Unless otherwise provided in the Special Provisions, the Right-of-Way Permit shall be in effect for 60 days from and after the date issued (however, a 60-day extension may be granted upon request with the possibility of additional fees), unless sooner revoked by the City Public Works Director or their designated representative for failure of the Applicant to abide by the terms and conditions of the Permit, or by operation of the law, or at the time the utility for which the Permit is issued ceases operation. If the Applicant fails to complete installation of the facility covered by

the Permit within the period specified in the Permit, said Permit shall be deemed null and void, and all privileges and fees thereunder forfeited, unless a written extension of time is obtained from the City Public Works Director or their designated representative.

- Failure of the Applicant to comply with any of the terms and conditions of the Permit shall be sufficient cause for cancellation of the Permit and may result in removal of the utilities, approaches, or other facilities by the City at the Applicant's expense.
- The Permit, the privileges granted herein, and the obligations of the Applicant created thereby shall be binding upon the successors and assigns of the Applicant.
- **Protection of Existing Improvements**
 - Existing Installations. The Contractor shall take proper precautions and be responsible for the protection of existing street and alley surfaces, driveway culverts, street intersection culverts or aprons, irrigation systems, mailboxes, driveway approaches, curb, gutter, and sidewalks, and all other public or private identifiable installations that may be encountered during the entire period of construction. Existing improvements to adjacent property, such as landscaping, fencing, utility services, signs, and driveway surfaces, that are not authorized for removal shall be protected from injury or damage resulting from the Contractor's operations.
 - Utilities. The Contractor shall always take proper precautions for the protection of existing utilities, the presence of which are known or can be determined by field locations of the utility companies, including traffic signals. The Contractor shall call in for locates for utility locates a minimum of 3 working days prior to the proposed start of work. The Applicant must coordinate and obtain approval of utilities prior to getting City approval.
 - Survey Markers. The Contractor shall take proper precautions for the protection of any property pins or corners and survey control monuments encountered during construction. Any damaged or disturbed survey markers or pins shall be replaced by a registered land surveyor at the Contractor's expense.
 - Responsibility for Repair. The repair or replacement of any damaged improvements as described previously shall be the responsibility of the permit holder.
 - Minimizing Inconvenience. The Contractor shall abide by the requirements set forth by the Permit to minimize inconvenience to traffic and any inconvenience to adjacent property owners.
 - Adjacent Property Notification. The Contractor may be required to notify adjacent residents and businesses if utilities or infrastructure impedes access to roadways affected by construction.
- **Permanent Pavement Patches.** All permanent pavement patches and repairs shall be made with the original type of existing materials. For example, concrete patches in concrete surfaces, full-depth asphalt patches with full-depth asphalt, and concrete pavement with asphalt overlay patches will be expected in permanent "overlaid" concrete streets. In no case is there to be an asphalt patch in concrete streets or concrete patch in asphalt streets unless otherwise approved by the City. Any repair not meeting these requirements will be removed and replaced by the Contractor at their expense.
- **Backfill.**
 - Flow Fill. Use of Flow Fill or flash fill is to be used to backfill a trench in existing roadways at the discretion of the City Public Works Department.
 - Squeegee. Squeegee shall be used for a minimum of 12 inches above the pipe and bedding below the pipe.
 - Inspection. The City Public Works Department requires inspections of squeegee, Flow Fill, and preparation before patch. If any required inspection is not requested, the City Public Works

Department may require removal and replacement of any work so that work can be inspected for quality and conformance to the standards and specifications.

- **Conformance to Standards.** All work is to be constructed in accordance with these Roadway Standards and Specifications.
- **Work to be Done in an Expedient Manner.** All work shall be done in an expedient manner. Repairs shall be made as rapidly as is consistent with high-quality workmanship and materials. Use of fast-setting concrete and similar techniques may be required and are encouraged whenever possible without sacrificing the quality of repair. Completion of the work, including replacement of pavement and cleanup, shall be accomplished immediately after the repair work or activity involving the cut is done. Extension of time for completion requires written approval of the City Public Works Department. If the repairs are not completed in the allotted time, the City has the right to repair the street and bill the full cost of work and administrative expenses to the Contractor. The City requires a reasonable, continuous, and diligent effort from the Contractor to complete work and daily cleanup. The Contractor shall have 48 hours to complete street patching.
- **Removal and Replacement of Unsatisfactory Work.** Removal and replacement of unsatisfactory work shall be completed within 15 days of written notification of the deficiency unless deemed an emergency requiring immediate action. If deemed an emergency for health and safety reasons, the Contractor must complete the work immediately.

In the event the replacement work is not completed within the requirements, the City Public Works Department will take action against the Contractor's surety or bond to cover all related costs. If the Developer/Contractor does not pay for outstanding fees, the City Public Works Department may notify the guarantee holder that they may require the Guarantee to be paid out to the City.

- **Cold Patch or Metal Plate.** After excavation work is completed in existing roads for the day, but the project is not finished, the Contractor shall backfill base material and cover their excavation with cold patch or a metal plate with cold patched edges at the discretion of the City Public Works Department. To use a metal plate, the Applicant/Contractor is required to have prior approval on the permit. Generally, the City Public Works Department does not approve metal plates between October and April because of snow removal. Cold mix may be used for temporary use only and be in place no longer than 1 week.

If the Contractor does not replace the cold mix within a week, or outstanding work remains, the City Public Works Department may restrict the Contractor's ability to receive any new Permits unless this work is appropriately completed or request payment through the Contractor's surety.

- **Non-Emergency Holiday, Weekend, or After-Hours Work.** If a Contractor would like to work on holidays, weekends, or after hours, they must request that work through the City Public Works Department. The Contractor shall make the request at least 1 week prior to the proposed work dates.

11.3 Stop Work Orders

Any person, corporation, quasi-governmental agency, special district, public utility, or private utility company that has performed work without first having obtained a Permit or has performed work in the right-of-way that is considered a safety hazard or has nonconforming items that have not been addressed will be issued a notice to stop work. All specified work shall be discontinued until such time that the appropriate repair or Permits are in place, or the City has been reimbursed for its expenses. The City, may, on its own initiative, make required repairs and bill the responsible contractor. The City Public Works Department or Inspector is authorized to issue stop work orders. The stop work order shall contain a written statement of the violations that caused the issuance. Immediately upon receipt of a stop work order, the Applicant shall consult with the City Public Works Department to resolve the violations. If

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weekend work caused by emergency occurs, the Contractor shall forward pictures to the City Public Works Department and notify the City Public Works Department.

11.3.1 Stop Work Fines

Any Applicant who does not immediately discontinue work upon issuance of a stop work order shall be subject to fines. The Applicant may be fined in accordance with the City's Municipal Code requirements.

11.3.2 Typical Reasons for Stop Work Order

Any Permit may be revoked or suspended by the City Public Works Department for the following typical reasons:

- Violations of any condition of the Public Improvements Agreement or of the approved construction drawings or specifications
- Violation of any provision of these Roadway Standards and Specifications
- Violation of any other Ordinance of the City, state law, or federal law pertaining to the work
- Existence of any condition or the occurrence of any act that may constitute or cause a condition endangering health, life safety, or serious damage to property
- No Right-of-Way Permit, or failure to comply with permit

11.3.3 Immediate Effects of Stop Work Order

A suspension or revocation by the City and stop work orders shall take effect immediately upon notice to the person performing the work in the field and shall remain in effect until such time as the City cancels the order in writing. A failure to abide by the terms of the suspension or revocation will be considered a violation of the Municipal Code.

Upon receipt of a stop work order, the Contractor shall be responsible for taking such precautions as may be necessary to prevent damage to the project, prevent inconvenience or hazardous conditions for the general public, provide for normal drainage, and erect any necessary barricades, signs, or other facilities that may be necessary or deemed necessary by the City Public Works Department.

No specified work may continue under the Permit and no subsequent Permits will be issued until the City Public Works Department receives full payment for Permits and City-incurred expenses, or poor workmanship or safety issues have been resolved.

11.3.4 Mitigation Expenses

In cases where the City Public Works Department deems it necessary to affect a remedial action or repair to mitigate any dangerous or unsafe circumstances caused by emergencies or untimely performance by the Applicant, the City Public Works Department may bill the Applicant for any of its costs. Untimely performance occurs when the Contractor has not performed the remedy within 24 hours of notification. Emergency repairs are expected to be implemented immediately.

11.3.5 Costs for Repairs

Mitigation repair costs shall include, but not be limited to, the following:

- Administrative charge
- All labor costs (at City rates)
- All material costs

- All equipment costs

11.4 Insurance Requirements for Permits

The following insurance requirements are intended to protect the public, as well as the Contractor who is providing any construction services in the public right-of-way.

Insurance: The Applicant shall obtain and carry a liability and property damage insurance policy or policies for the period of time required for complete installation of facilities authorized by the permit, including the repair and restoration of the road facilities, and also during such future periods of time when operations are performed involving the repair, relocation, or removal of said facilities authorized by the permit. Coverage shall be provided against any claim, demand, suit, or action for property damage, personal injury, or death resulting from any activities of the Applicant, his officers, employees, agents or contractors in connection with the construction, installation, repair, or removal of the said facilities authorized by the permit. The said policy or policies shall include as named insureds: City of Castle Pines, its City Council, its officers, agents and employees, except as to claims against the Applicant, for personal injury to any members of the Council or its officers, agents and employees, or damage to any of its or their property. The said insurance shall provide coverage of property damage insurance, public liability insurance, and bodily injury insurance in an amount of not less than \$400,000.00 each, or such other maximum amount as may be specified in the Colorado Governmental Immunity Act and protecting the City against any and all claims for damages to persons or property resulting from construction or installation of any required improvements, pursuant to this Agreement. The policy will provide that the City shall be notified at least 30 days in advance of any reduction in coverage, termination or cancellation of the policies. Such notice shall be sent to the City Public Works Director by certified mail, return receipt requested. Contractor agrees that any subcontractors engaged by or for the Contractor to construct the required improvements shall maintain public liability coverage in limits not less than those mentioned in this paragraph.

11.4.1 Listing of Specific Requirements

The Applicant is responsible to provide insurance prior to the issuance of the Permit in accordance with the following requirements:

- The Applicant or the Applicant's Contractor shall present proof of carrying a liability and property damage insurance policy or policies known as Commercial General Liability for the period of time required for complete installation of facilities authorized by the permit, including the repair and restoration of the road facilities, and also, during such future periods of time when operations are performed involving the repair, relocation or removal of said facilities authorized by the permit. Coverage shall be provided against any claim, demand, suit, or action for the property damage, personal injury, or death resulting from any activities of the Applicant, his officers, employees, agents, or contractors in connection with the construction, installation, repair, or removal of the said facilities authorized by the permit.
- The policy shall include as named insured: The City, City Public Works Department, Risk Management, its officers, agents and employees, except as to claims against the Applicant, for personal injury to any members of the Council, its officers, agents and employees, or damage to any of its or their property. The said insurance shall provide coverage of property damage insurance, public liability insurance, and bodily injury insurance in the amount of not less than \$1,000,000 each, or such other maximum amount as may be specified in the Colorado Governmental Immunity Act and protecting the City against any and all claims for damages to persons or property resulting from construction or installation of any required improvements pursuant to the permit.

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- The policy will provide that the City shall be notified at least 30 days in advance of any reduction in coverage, termination, or cancellation of the policies. Such notice shall be sent to the City Public Works Department by certified mail, return receipt requested.
- The Applicant shall also obtain and keep in force during the duration of all work covered under the Permit a policy of Automobile Liability insurance with similar terms as mentioned previously. This policy shall insure the Applicant against any liability for personal injury, bodily injury, or death arising from the use of motor vehicles and shall cover operations on or off the site of all motor vehicles controlled by the Applicant.
- All Contractors shall have proof of worker's compensation on the Certificate of Insurance.

11.5 Security Requirements

The Security requirements are for the Contractor obtaining Permits. When the project is a development, the Owner/Developer must provide separate security and insurance according to the SIA or other agreement for the public improvements.

11.5.1 Bonds

A non-cancelable Permit bond in the amount of the cost of the Public Improvements, but not less than \$20,000 per permit, payable to the City of Castle Pines, shall be required in the name of the permittee prior to issuance of any permit. Said bond shall assure that the permittee will comply with all City standards and specifications and shall assure recovery by the City of any expense incurred, within a period of 365 days, following the expiration date of a permit, to the amount of said bond, because of a failure of the permittee to comply with the provisions of these Roadway Standards or to otherwise cause expense to the City as a result of the work performed. The described Permit bond is not required in the following cases (note that the Owner/Developer may not use the Permit bond method in lieu of an SIA as collateral for their development):

- 1) The proposed work is included in the scope of an updated SIA, Development Agreement, or Contract.
- 2) The proposed work is to be performed for a Local Improvement District, Metropolitan District, for example, where an Intergovernmental Agreement has been executed.
- 3) The proposed work is to be performed for the City, and the contractor has provided the City with a Performance/Payment Bond.

11.5.2 Revocation

Any Permit determined to be without an adequate security as required shall be subject to immediate revocation by the City.

11.5.3 Exception for Governmental Entities

Municipalities, quasi-governmental agencies, special districts, mutual companies, electric, gas, and communication utilities, may provide a Letter of Responsibility in lieu of posting the required bond.

11.5.4 Unacceptable Security

It shall not be acceptable to the City to receive cash deposits, certified checks or similar security in lieu of a Letter of Credit. Letters of Credit and Letters of Responsibility shall be filed in the office of the City Public Works Director.

11.6 Contractor License Requirements

The City Public Works Department requires the contractors who plan to work in the City's rights-of-way to have a contractor license with the City. Refer to the City's Municipal Code for these requirements. Contractor licenses shall take up to 10 days to process. Licenses can be obtained through the Building Department and can be found on the City's website.

11.6.1 Contractor License

Any person or person representing a corporation, governmental or quasi-governmental agency, special district, mutual company, utility or communication company, who must obtain a Permit for work on or under property owned by the City must be licensed by the City of Castle Pines to be knowledgeable of the specifications, testing, inspection, and procedures required by the City.

11.6.2 Use of License

Each person who is issued a license may designate six other persons who are authorized to obtain Permits on behalf of the license holder. The license holder is still responsible for the permitted work even though the Permit is obtained by their authorized representative.

The license holder or one of their six authorized representatives must be on the site of the permitted work at all times during construction. If a license holder or one of their authorized representatives is not present at the construction site, a stop work order for all work on the site may be issued until a responsible person arrives on site.

This license is good for a period of 2 years. At the end of 2 years, the license holder must take and pass another test and be issued a new license.

11.6.3 Revocation of License

If it is found that work performed under the Permit obtained by a licensed person is repeatedly substandard according to City requirements and specifications, the City may call a hearing to determine whether the license holder should

- Retain their license
- Have their license revoked
- Be given a probationary period

A person's license cannot be revoked unless the City Public Works Director determines that allowing the licensed person to continue to obtain Permits and perform work on public property would be detrimental to the health, safety, and welfare of the general public.