



CITY OF PERRY STREET CUT POLICY

All street/curb cuts are performed by the Public Works Department. This policy describes the requirements and procedures that need to be followed.

STREET CUTTING PROCEDURES

Prior to Street Cutting:

- The contractor must fill out a Right of Way Work Permit located at <https://www.perryia.org/row-permit.html>. This form can be submitted online.
- The contractor must be registered with the City of Perry. Contractor registration forms are located at <https://www.perryia.org/planning--zoning2.html> towards the bottom of the page. The form may be printed and brought to City Hall or emailed to scott.kopecky@perryia.org (Building Official).
- The area must be located through Iowa One Call at <https://www.iowaonecall.com/> and all locates must be completed.
- The street needing a cut must be painted out with white marking paint before the request is submitted.
- Once both forms have been completed and submitted, 48-hour notice is required to request a street cut. The request must be made to the Public Works Superintendent at 515-465-2675.
- When a date is set, **THE CONTRACTOR MUST BE ON SITE BY 8:30 A.M.**, and begin excavating as soon as the street removal is completed.
- **EMERGENCY SITUATIONS WILL BE HANDLED ON A CASE-BY-CASE BASIS.**
- **NO STREET CUTS WILL BE PERFORMED ON FRIDAYS OR THE DAY BEFORE ANY CITY HOLIDAY.**

Street Cutting Process:

- Once a day has been set for the work to be completed, the Public Works Department will saw the street, jack hammer, and haul away the debris.
- The Public Works Department will bring up wooden barricades and proper signage for the roadwork.
- The contractor must then begin excavating as soon as possible. This is important because the hours of operation for staff is M-F 7:00 a.m. – 3:30 p.m.

- For sewer work (lateral replacement, new service) the Public Works Superintendent must be notified when work is completed to inspect the connection. If you need the city to provide you with a sewer saddle, \$75 will be added to the invoice.
- Once inspection is passed, the contractor must pack around/underneath the pipe with material (sand or rock depending on conditions) and place backfill material 2 feet above the pipe.
- The Public Works Department will then compact the trench, backfill, and compact again until grade is set for concrete/asphalt.
- The street section will be measured, and an invoice will be sent to the responsible party.
- Street cut costs are \$25.00/square foot.

Additional Contractor Requirements:

- The contractor must be in constant communication with the Public Works Superintendent or their designee.
- If the project cannot be completed and work is needed the following day, **The contractor is responsible for providing and installing snow fence around the entire excavation opening.**
- The city will provide rock/sand as needed for street cuts. If a contractor is working in an area where no street cut is needed but would like to purchase rock or sand, it is available for \$25 per backhoe bucket or \$75 per end loader bucket and will be invoiced.
- Each contractor must follow SUDAS specifications and perform the work in the safest conditions possible.
- Any contractor requesting a street cut who has an invoice 60 days or more past due must complete payment before any work is performed.

Fees are set by resolution of the Perry City Council and are subject to change by approval of the City Council.