



## Excavation Permit (Ordinance 15-13-26)

Plan Commission

1240 N. Boo Road • Burns Harbor, IN 46304

P 219-241-9316

[secretary@burnsharbor-in.gov](mailto:secretary@burnsharbor-in.gov) • [www.burnsharbor-in.gov](http://www.burnsharbor-in.gov)



Street address where the operations will be conducted:

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The full name, street address and post office address of the person, firm, or corporation who will be conducting the proposed operations on the site:

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What is the purpose for which the proposed operations are being undertaken:

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Describe the plan to control or limit access to the site during the period of the proposed operations:

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Describe what provisions will be made to control the blowing and spilling of materials upon the properties of others:

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What routes will be used for hauling materials to or from the site of the operations:

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Describe how any accumulated surface water or run-off will be handled or treated, including any changes proposed for the existing drainage patterns in the area of the site:

What is the estimated cost of the operations:

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List the names and mailing addresses of all adjoining landowners:

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**ADDITIONAL REQUIRED ITEMS**

1. If the operator is different than the owner of the site, a copy of the contract or agreement between the parties must be included with this application.
2. A copy of the most recent recorded Deed for the site, which contains the legal description of the site upon which the operations will be conducted, is to be included with this application. The full name, street address, and post office address of the owner of the site shall be included.
3. A licensed engineers drawing of the proposed operation site, including clearly marked details, the elevations before and after the proposed operations, and the elevations of adjoining properties; including any adjoining streets or highways, or ditches and such drawings shall bear the name, address, and license number of said engineer.
4. A written plan is to be included, which describes the proposed state of the site after operations have been completed.
5. A statement of what benefit will be realized by the public as a result of the excavation, and a statement of what specific and continuing provisions will be made for protection of the public health, safety, and welfare, and for the aesthetic screening of the excavation activities from adjoining properties must be included with this application for subsurface excavation.

This application and all items required as listed above shall be submitted along with the required \$100.00 application fee to the Secretary of the Advisory Plan Commission. The Plan Commission shall then set the matter for a public hearing, and the Petitioner will give published and posted notice of the hearing in the manner required by law, and at least ten (10) days prior to the hearing shall send notice to all adjacent property owners by certified mail, return receipt requested, all at the applicant's expense.

Upon approval of an application, an applicant must then post a performance bond and provide proof of insurance as required. Please see Town Code 15-13-26 D 1 & 2 for more detailed information.

Excavation permits shall expire one (1) year after the date of issuance, or after three (3) months of inactivity at the site of operations.

**By signing below, I acknowledge under penalties for perjury that I have read this section and understand and accept the obligations hereby imposed:**

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Applicant's Signature

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Date

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Applicant's Signature

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Date