



Building & Zoning Department  
215 S. Broadway, Louisburg, KS 66053  
913-837-5811 · louisburgkansas.gov  
rwhitham@louisburgkansas.gov

Dear Excavator:

In order to receive an Excavator License, please mail, email or drop off the following items to Louisburg City Hall:

- a completed application and survey
- copy of your current insurance
- \$25 fee

If you have any questions, please call 913-837-5811.

Remember to call Kansas One Call for locates at least two (2) full working business days before the planned start of your project. Saturday and Sunday do not count as part of the two full working days. A license is required for any individual or company that excavates within the corporate boundaries of the City of Louisburg. An excavator permit is required for use of any mechanical equipment, auger or boring machine other than a shovel. The excavator who is going to do the actual excavating is legally required to call for his own locates.

The City appreciates your efforts to minimize utility damage due to excavation activity in Louisburg.



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### EXCAVATOR LICENSE APPLICATION

Date: \_\_\_\_\_

License # \_\_\_\_\_  
*Office Use Only*

Applicant Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
*(If different than above)*

Phone: \_\_\_\_\_

Applicant must provide proof of general liability insurance in the amount of \$1,000,000 (one million dollars), comprehensive automobile liability in the amount of \$1,000,000 (one million dollars) and a license fee of \$25.

**Call Kansas One Call Before You Dig at 811 or request locate online at: [www.kansasonecall.com](http://www.kansasonecall.com)**

*I, \_\_\_\_\_, hereby affirm that the information contained herein is true and correct to the best of my knowledge and agree to conform to all regulations of the City of Louisburg as contained in Section 15-607 (attached Excavator Licensing). I understand failure to comply with these provisions may result in the revocation of the license.*

Date: \_\_\_\_\_ Signature: \_\_\_\_\_



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1. In the last year, have you seen or heard any information from the City of Louisburg relating to pipeline safety?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, what was the source of the information (check all that apply)  
\_\_\_\_\_ Written material (brochure, flyer, handout)  
\_\_\_\_\_ Newspaper ad or article  
\_\_\_\_\_ Face-to-face meeting  
\_\_\_\_\_ Posted information (e.g. on or near pipeline)  
\_\_\_\_\_ Other: \_\_\_\_\_
2. What party needs to call Kansas One Call and request locates for underground utilities before excavation?  
\_\_\_\_\_ The homeowner, business owner or whoever hires the excavator(s)  
\_\_\_\_\_ Always the general contractor  
\_\_\_\_\_ Always the subcontractor when there is one  
\_\_\_\_\_ ANY person(s) engaged directly in excavation activities  
\_\_\_\_\_ Don't know
3. How often would you say your equipment operator checks whether a pipeline exists before digging in a new spot?  
\_\_\_\_\_ Always \_\_\_\_\_ Usually \_\_\_\_\_ Sometimes \_\_\_\_\_ Rarely or never \_\_\_\_\_ Don't know
4. The person(s) engaging directly in excavation activities should always keep a copy of the valid Kansas One Call locate request (ticket) at the excavation site.  
\_\_\_\_\_ True \_\_\_\_\_ False
5. The proper gas company number(s) and/or emergency contact name(s) to call if there is a facility damage, an emergency, or if you need more information, is:  
\_\_\_\_\_ City of Louisburg Utility Office at 913-837-5371  
\_\_\_\_\_ 9-1-1  
\_\_\_\_\_ Miami County Local Emergency Planning Coordinator  
\_\_\_\_\_ Any of the above
6. How do you detect a natural gas leak?  
\_\_\_\_\_ A "gas smell" (distinct rotten egg or sulfur-like odor)  
\_\_\_\_\_ Discolored or dead vegetation near a pipeline  
\_\_\_\_\_ Bubbling in standing water  
\_\_\_\_\_ Fire apparently coming from the ground or burning above the ground  
\_\_\_\_\_ A shrill blowing or hissing sound  
\_\_\_\_\_ All of the above
7. What should you do if you contact and damage a natural gas facility that causes gas to leak?  
\_\_\_\_\_ Turn off machinery or equipment in the immediate area and remove all known sources of ignition  
\_\_\_\_\_ Move upwind of the leaking and/or blowing gas  
\_\_\_\_\_ Call 9-1-1  
\_\_\_\_\_ Call the gas company  
\_\_\_\_\_ Take any other action as may be reasonably necessary to protect persons and property and to minimize hazards until arrival of the operator's personnel or emergency first responders  
\_\_\_\_\_ All of the above



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### **Louisburg City Code**

- 15-607. EXCAVATOR LICENSING. Any person desiring to excavate in the City of Louisburg shall be required to be licensed with this Section as follows:
- (1) All excavators shall apply at the office of the city clerk. The license shall be issued in duplicate with the original to remain filed in the city clerk's office and the duplicate furnished to the excavator.
  - (2) The annual license fee shall be \$25.00.
  - (3) Licenses shall be valid from January 1 through December 31 of the issuing year.
  - (4) Excavators shall be required to have on file with the city a certificate of insurance of coverage in the following amounts:
    - (a) \$1,00,000 general liability, including x.c.u. (explosion, collapse, and underground conduit).
    - (b) Comprehensive automobile liability of \$1,000,000, including x.c.u. (explosion, collapse, and underground conduit).
    - (c) The insurance coverage shall provide for a 10 day notice of cancellation to the city.
- 15-608. INSPECTION. The city will provide inspection at no cost to the licensed excavator.