

Section II – Detail Requirements & Specifications

1. Permit Requirements

The following types of operations within the limits of Town highways and rights of way require a written application for permit issuance by the Public Works Department, before any work can be performed:

To construct, repair, install and maintain sewers, drains, water mains, gas mains, telephone and electrical conduits and service connections thereto, driveways, pavement extensions, manholes, inlets, catch basins, fire hydrants, sidewalks, curbs, steps, retaining walls or fences.

The issuance of a permit to an applicant to perform any of the above operations does not relieve the applicant in any way from complying with rules, regulations, laws and acts of other state or local agencies or departments.

Public utilities, utilizing a subcontractor to do the work, will identify on permit application the name of subcontractor and provide proof that the subcontractor is covered with proper amounts of insurance. The utilities shall be responsible for obtaining the permit.

2. Surety Bond

No such permit shall be issued until after the applicant has deposited with the Town a surety bond guaranteeing that any excavation made under such permit will be restored without cost to the Town. Such bond shall be determined by the Town Engineer based upon the extent of the work proposed and shall be a minimum of \$5,000. If, in the course of work, the permittee is required to take out an additional permit due to additional work being performed, the bond amount may be increased to cover the additional work.

3. Insurance Requirements

The minimum limits of insurance including automobile shall be as follows:

Public Liability, Bodily Injury, and Property Damage:

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| (1) | Injury or death sustained by one or more persons as the result of any one occurrence | \$1,000,000 |
| (2) | Aggregate bodily injury limit for operations away from premises owned by or rented to the named insured. | \$1,000,000 |
| (3) | Property Damage | \$500,000 |

Automobile and Truck Public Liability Bodily Injury and Property Damage:

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| (1) | Injury or death to one person | \$500,000 |
| (2) | Injury to more than one person as the result of any one occurrence | \$1,000,000 |
| (3) | Property Damage | \$500,000 |

Workmen's Compensation as required by law.

4. Application for Permit

Each application form shall be completely filled in and signed by a responsible party of the firm and presented to the Engineering Department. An explanation of the application sketches or a separate sheet in duplicate shall be attached to the application. Such diagrams or sketches shall show the location of the work to be done in relation to the outstanding features of the road, such as, property lines, intersections, pavement lines, sidewalks, trees, drainage structures and utility poles by number and the character and extent of the work. They shall also indicate the size of the pavement cut proposed.