



VILLAGE OF MENANDS

280 BROADWAY

Phone: (518) 434-2922

UTILITY RIGHT OF WAY WORK PERMIT APPLICATION

FOR DPW USE ONLY 5/22
Permit No.
Effective Date
Expiration date
ECP or SWPPP? Yes No

Application is hereby made for a work permit:

Name

Address

City State Zip

RETURN PERMIT TO: (IF DIFFERENT FROM ABOVE)

Name

Address

City State Zip

Contact person (if different from left):

Daytime Phone: Fax:

Email:

BILLING ADDRESS IF DIFFERENT FROM MAILING ADDRESS:

Name

Address

City State Zip

- 1. Requested duration from 20 through 20, to apply to the operation(s) checked below.
2. Protective Liability Insurance Policy No. ; expires on 20
3. Workers' Compensation Insurance Policy No. ; expires on 20

Table with 7 columns: CHECK TYPE OF OPERATION, Base Fee, No. of Units, Permit Fee (Times Unit Rate, Sub-Total), Total Amount Of Fee, Guarantee Deposit or Bond Amount. Rows include Original Installation (Underground, Overhead, On bridges and culverts), Maintenance (Single Job, Annual, Repair of water or sewer lines, DPW requested maintenance), and Miscellaneous.

MAKE CHECKS PAYABLE TO: VILLAGE OF MENANDS Check No. Bond No.

WORK DESCRIPTION:

LOCATION: Work to be performed on along across Village street/R.O.W. (ATTACH PLANS AND/OR LOCATION MAP) Between and in the Village of Menands.

SEQR REQUIREMENTS: Exempt Ministerial Type II EIS or DEIS Lead Agency: If project is identified to be ministerial, exempt or TYPE II, refer to SEQR REQUIREMENTS FOR RIGHT OF WAY WORK PERMITS.

WORK ZONE TRAFFIC CONTROL: (Check appropriate box) Work will not affect roadway or sidewalks Traffic control will be provided using MUTCD Typical Application(s) 6H- Temporary Traffic Control Plan attached

Acceptance of the requested permit subjects the permittee to the restrictions, regulations and obligations stated on this application and on the permit.

Applicant Signature Date 20

Second Applicant Signature Date 20

Approval Recommended 20 By DPW FOREMAN

Approved 20 By CLERK

PERMIT IS ISSUED CONTINGENT UPON ALL OTHER U.S., STATE AND LOCAL REQUIREMENTS BEING SATISFIED.

RESPONSIBILITIES OF PERMITTEE

1. PROTECTIVE LIABILITY INSURANCE COVERAGE

Permittee must have protective liability insurance coverage in accordance with **Village** requirements. Expiration of, or lack of, liability insurance automatically terminates the permit. Insurance coverage may be provided by furnishing the Department with a Certificate of Protective Liability Insurance for Permits on **Village streets/Right of Ways**.

2. COMPENSATION INSURANCE AND DISABILITY COVERAGE

The applicant is required to have compensation insurance and disability coverage as noted in the provisions of the Worker's Compensation Law and Acts amendatory thereof for the entire period of the permit, or the permit is invalid.

3. NOTIFICATIONS

Notify the **Village Clerk** one week prior to commencing work, except emergency work by public service utilities which should be reported the next workday.

Work must start within 30 days from date of permit.

Notify Dig Safely NY (call 811) before any underground work, according to their requirements

Notify area gas distributors 72 hours prior to any blasting.

Notify utility companies with facilities in work areas (permission must be obtained before doing work affecting utilities' facilities) before starting work in accordance with Industrial Code 53.

Notify The **D.P.W. Foreman** at conclusion of work.

Annual Maintenance Permit Notifications:

Notify by telephone the Commissioner's office, one week in advance, each time regular maintenance work is to be performed. In emergencies, notification by telephone should be made before work starts, or the next workday if not during office hours.

4. SITE CARE AND RESTORATION

An undertaking, a bond or certified check in an amount designated by the **Village of Menands** may be required by the **Village Clerk** before a permit is issued, to guarantee restoration of the site to its original condition. If the **Clerk** is obliged to restore the site to its original condition, the costs to the Village will be deducted from the amount of the permittee's guarantee deposit at the conclusion of the work.

The permittee is responsible for traffic protection and maintenance including adequate use of signs and barriers during work and evening hours. Anyone working within the R.O.W. will wear a Class II or III high visibility garment and hard hat.

No unnecessary obstruction is to be left on the pavement or the right-of-way or in such a position as to block warning signs or between work hours.

No work shall be done to obstruct drainage or divert creeks, water courses or sluices within or onto the right-of-way.

All false work must be removed, and all excavations must be filled in and restored to the satisfaction of the **Village DPW Foreman**.

5. COSTS INCURRED BY ISSUANCE OF THIS PERMIT

All cost beyond the limits of the protective liability insurance, surety deposits, etc., are the responsibility of the permittee. The **Village** shall be held free of any costs incurred by the issuance of this permit, direct or indirect.

6. SUBMITTING WORK PLANS

The applicant will submit work plans and/or a map as required by the **Village**. This shall include such details as measurements of driveways with relation to nearest property corner, positions of guys supporting poles and a schedule of the number of poles and feet of excavation necessary for completion of the work on the **Village** right-of-way. A description of the proposed method of construction will be included.

Plan work with future adjustments in mind, as any relocation, replacement or removal of the installation authorized by this permit and made necessary by future highway maintenance, reconstruction or new construction, will be the responsibility of the permittee.

The permittee must coordinate his work with any adjacent or nearby construction being conducted.

7. WORK ZONE TRAFFIC CONTROL

A plan detailing how the permittee intends to maintain and protect traffic shall be submitted with work plans. Vehicle and pedestrian traffic shall be maintained on the highway in a safe manner during working and non-working hours until construction is completed. The permittee is responsible for traffic protection and maintenance, including adequate use of signs, barriers, and flag persons during working and non-working hours until construction is completed.

All sketches will be stamped with "MAINTENANCE OF TRAFFIC SHALL BE IN CONFORMANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES."

8. COST OF INSPECTION AND SUPERVISION

For projects requiring extensive inspection, the permittee will be required to sign a **SUPERVISION AND INSPECTION PAYMENT AGREEMENT FOR RIGHT OF WAY WORK PERMITS**, prior to issuance of the Work Permit, agreeing to the payment of inspection and supervision charges for Department employees. Supervision and inspection charges will be based on the number of work days. NOTE: Workday is determined on basis of minimum of **four (4)** hours inspection. **(Can we do this?)**

9. SCOPE

a. Areas Covered

Permits issued are for **streets**, bridges and culverts over which the **Village of Menands** has jurisdiction. (Local governments may issue permits for their own jurisdiction.)

b. Legal

The privilege granted by the permit does not authorize any infringement of federal, state or local laws or regulations, is limited to the extent of the authority of this **Village** in the premises and is transferable and assignable only with the written consent of the **Village Clerk or Mayor**.

c. Commissioner's Reservation

The **Village Clerk** reserves the right to modify fees and to revoke or annul the permit at any time, at his discretion without a hearing or the necessity of showing cause.

d. Locations

Work locations must be approved by the Village Clerk on the recommendation of the Foreman of the D.P.W.

e. Maintenance

Property owners having facilities in a **Village** right-of-way or accesses to a **Village** street shall be fully responsible for the maintenance of their facility in accordance with **Highway Law Section 136**.

10. COMPLETION OF PROJECT

Upon completion of the work within the **Village street or right-of-way** authorized by the work permit, the permit holder and his or its successors-in-interest shall be responsible for the maintenance and repair of such work or portion of such work as set forth within the Terms and Conditions of the Work Permit.