

**Town of Cortlandt
Department of Environmental Services
Requirements for a Road Opening Permit**

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| () | Contractor's Name, License, Address and Phone Number |
| () | Insurance Certificate |
| () | 24 Hour Emergency Number |
| () | Security Damage Deposit : to be determined _____ |
| () | Permit Fee: Road Cut \$ 150 Drainage Tie In \$ 100 |
| () | Survey or Site Plan: 1 Copy |
| () | Erosion Plan (if applicable) |
| () | Code 753 Number |
| () | Copy of Permit to be Kept on Jobsite |

General Requirements

- Permittee is to establish work zone, supply and maintain appropriate signs, cones, lights – flaggers where necessary (In accordance with NYS MUTCD)
- Road closures are not allowed. No unattended excavations are permitted.
- Steel plates are not permitted between November 15 and April 15.
- Erosion control to be provided where necessary.
- Tack coat to be applied on all joints and where necessary.
- Signs, lamp posts, walls, shrubbery and trees are not permitted on Right of Way.
- Stone curbs are owner's responsibility to maintain.
- Mailbox – standard U.S. mailbox to be utilized, mounting to be on wooden post and is the owner's responsibility to maintain.
- Concrete stone or steel structures are not allowed including mailbox supports
- Appropriate applications to be made and approved prior to initiation of work.
- Authority to install drainage of any nature must be approved prior to installation.
- Prior approval for any permit modification must be secured.
- New utility transmission lines require approval from the Town Engineer.
- Pavement section detail (attach a copy to permit)
- Road openings must be paved with hot mix asphalt within 30 days of the beginning of roadway activity or opening of hot mix plants.
- Applicants are responsible for the maintenance of utility cut patches until roadway is resurfaced.
- Deposit will be utilized to reimburse the Town for any expenses incurred as a result of work conducted as part of this permit.

Town of Cortlandt / Department of Environmental Services
167 Roa Hook Road
Cortlandt Manor, NY 10567
(914) 737-0100

Application made by: _____ Phone Number _____

Address _____

Through its Agent (Contractor) _____

24 – Hour Emergency Contact _____
(Name) (Telephone #)

To Open (Street) _____

At _____
(state exact location in reference to address, intersection, bridge or other distinct landmark)

For the purpose of _____

Location of Opening: (Sketch details, indicate curb, shoulder and property line). Major installations shall be accompanied by four sets of plans drawn to scale to include detailed information.

Width _____ Length _____ Square Feet _____

Work will begin on this date _____ Will end on this date _____

Special Requirements _____

Applicants Signature _____ Date _____

For Town Use Only: Insurance Certificate (), Plans attached or sketch () Code 753 # ()

Permit # _____ Date _____ Approved _____

Deposit Amount \$: _____ Check # _____

Post Inspection Date _____ () Ok to Return Deposit Date Deposit Returned: _____

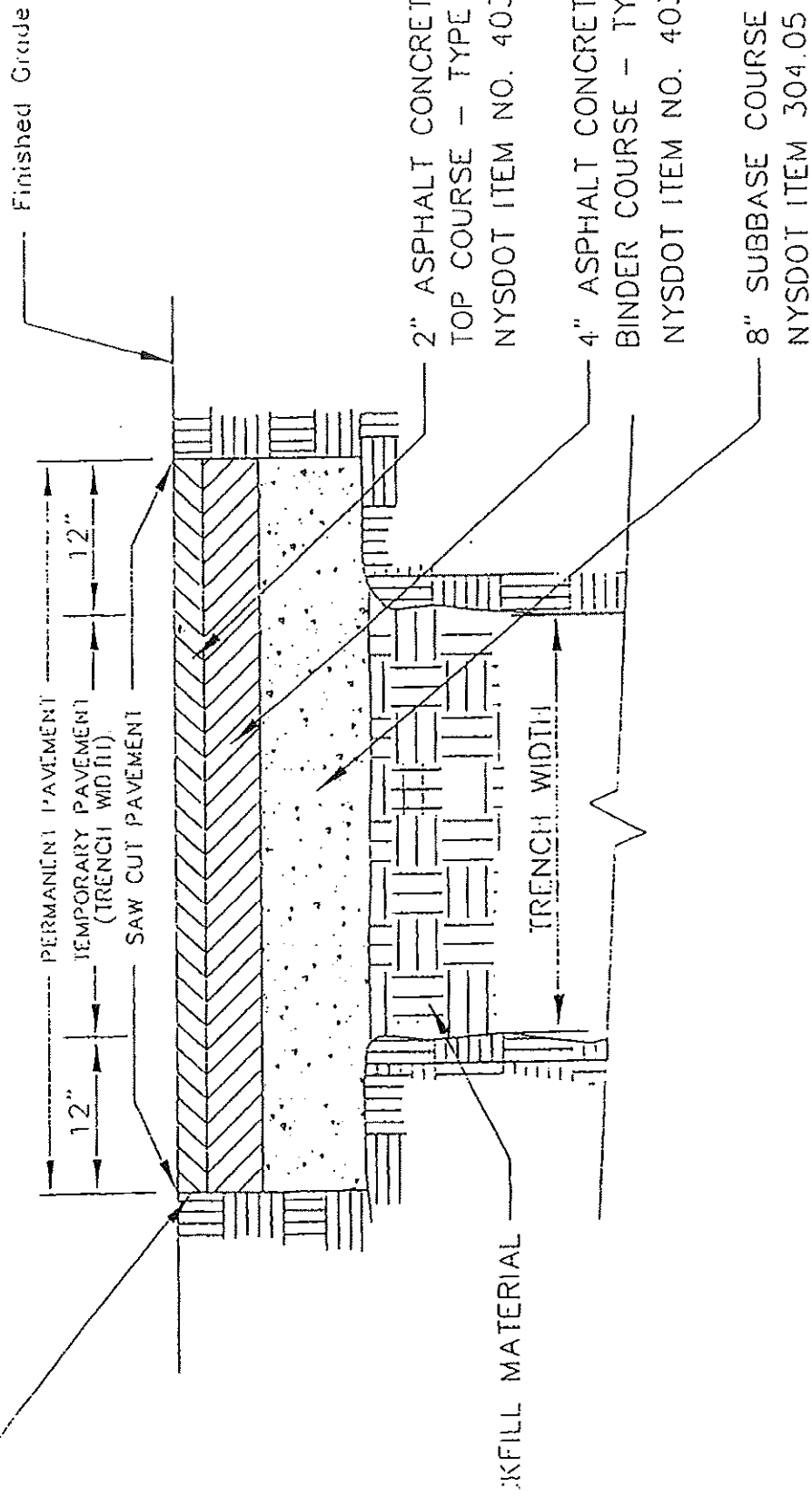
() Do not Return Deposit Reason _____

Signature of Inspector: _____

VOID IF NOT USED WITHIN 30 DAYS FROM DATE OF ISSUE

This permit is granted subject to the covenants, premises, terms and conditions set forth herein and made a part of this revocable permission or privilege.
A copy with the supporting plan shall e available on the site until the project is completed. The Town may revoke this permit at any time.

TACK COAT EXPOSED EDGES. (TYP.)



PAVEMENT REPLACEMENT DETAIL
(N 15)