

## Borough of Clayton

125 N. Delsea Drive  
Clayton, NJ 08312  
(856) 881-2882

Permit Number Issued: \_\_\_\_\_

### Application for Street/Right of Way Road Opening Permit

Application hereby being made by the undersigned to perform the following:

\_\_\_\_\_  
\_\_\_\_\_

Borough Street Affected: \_\_\_\_\_

Exact Location: \_\_\_\_\_

Square Feet of Roadway Opening: \_\_\_\_\_ Number of Openings: \_\_\_\_\_

**NOTE: Submit 2 copies of detailed plans. Markout request must be made within 14 days or permit will be rejected.**

Starting Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ 24-Hour Emergency Number: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Fee: \$ \_\_\_\_\_

Please indicate instructions on Attachment #1 were read and understood: Initials: \_\_\_\_\_ Date: \_\_\_\_\_

Date Received by Borough:		Permit #:	
Performance Guarantee Paid: \$		Application Fee Paid: \$	
Plans Submitted:			
Fee Paid: \$			
Approved:		Denied:	
Approval Signature:		Date:	
One-Year Inspection Date:		Approved:	Denied:
Comments:			
Signature:			

## **Attachment #1 – Application for Street/Right of Way Road Opening Permit**

### **1. Restoration Requirements:**

- a. All excavations shall be completely backfilled and as great a portion as possible of the excavated material shall be replaced. Compaction shall be accomplished by mechanical tamping or as otherwise directed. Additional materials shall be supplied when a deficiency occurs. If the Superintendent considers the excavated material unsatisfactory for backfill, approved material shall be supplied and the excess unapproved material removed. If tamping alone is employed, the material shall be placed in steps not exceeding 12 inches in depth, moistened if directed, and each step shall be properly tamped until thoroughly compacted. If immediate replacement of permanent pavement is not feasible, the temporary restoration shall consist of not less than 2 inches of cold patch material consolidated to highway grade. The permittee shall maintain the temporary pavement in satisfactory condition until permanent repairs are made.
- a. The existing pavement shall be restored to its original full depth with a minimum of 4 inches of F.A.B.C. top course cover. All joints shall be sealed with a liquid tar-base joint sealer. Permittee must notify the Public Works Department prior to permanent repair.
- b. No permittee shall open a roadway for a greater distance than 300 feet at one time or keep the same open for a longer period than one (1) week. For all the period during which such work is being done, a space of street level of at least ten (10) feet in width for the purpose of allowing vehicles free and unimpeded use of the same. Work shall be scheduled and executed to present a minimum of inconvenience to the public. No portion of a trench is to be left open overnight, on weekends, or holidays. Traffic control devices and proper signage shall be used at all times based on applicable state or local standards.

**Permits shall be valid for sixty (60) days only.**

### **2. Fees, Performance Guarantees, Escrow:**

- a. The application fee shall be \$100.00 per opening.
- b. The applicant must post a performance guarantee in the amount of \$1,500.00 per opening for excavations totaling 50 square yards or less. For trench areas greater than 50 square yards, the guarantee amount shall be calculated at \$50.00/square yard.

- c. The escrow inspection fee to be paid upon filing an application for utility openings permit for the improved roads shall be based on the following:
  - i. A separate fee of \$300.00 for trench areas totaling 500 square yards or less: and
  - ii. For trench areas greater than 50 square feet, a separate fee in the amount equal to 5% of the performance guarantee as determined by paragraph b above.
- d. Where trenching is to take place outside the cart way but within the R.O.W., fees and bonding requirements will be as in paragraphs a, b, and c above.
- e. When the number of opening exceeds four, or the trenching is associated with a utility main replacement, the following shall apply:
  - i. A pre-construction meeting will be mandatory with the Borough Public Works Director and Borough Engineer. No work shall occur, nor will the permit be considered valid, until such meeting is held.
  - ii. Roadway restoration for the individual trenches shall be combined into a single roadway repair. This single repair shall encompass all individual openings on the same side of the street. The restoration shall be performed from the curb line (or gutter line) to the centerline of the roadway and to the satisfaction of the Borough.
- f. A utility company may request a master permit for a main replacement or phone, electric, communications line installation or replacement project. A master permit will consist of a single Street Opening Permit issued per project. This permit shall be limited to no more than three individual streets. The minimum fees shall be based on the following:
  - i. The application fee shall be \$2,000.00
  - ii. The performance guarantee shall be calculated at \$20/square yard with roadway restoration areas determined as per Section (e) (ii).
  - iii. The escrow inspection fee initial deposit shall be \$10,000.00. When the balance of the escrow falls below \$5,000.00, another deposit of \$5,000.00 shall be required.
- g. Where tunneling or trenchless technology is utilized in lieu of the open cut method, a guarantee will be posted as required in paragraph b above with the provision that the trench width will be based upon the open cut method. All fees will be as required in paragraphs a, b, and c above.

### 3. Restoration of Surface:

In all cases where permits are issued hereunder wherein the permittee is to restore the surface of the street, the following rules, regulations, and requirements shall apply:

- a. No permittee shall commence the restoration of any street foundation or surface until the Inspection and Approval Officer deemed that the settlement of the subsurface is complete and the area properly prepared for restoration.
- b. All sub bases and base courses shall be restored to a width of 12 inches wider than the width of the excavation and to a length of 12 inches longer than the length of the excavation.
- c. The street surface shall be restored to a width of 12 inches wider than the width of the restored foundation and to a length of 12 inches longer than the length of the restored foundation.
- d. When any foundation is restored by the use of cement concrete, the same shall consist of 3,000 psi concrete in accordance with NJDOT.
- e. All foundations and surfaces of improved roads shall be restored to their original thickness, width, and grade with the same type of material as existed prior to the making of the excavation. Care should be taken to reconstruct the trench areas so as to recreate or improve upon the road cross section. In no case, however shall restoration be completed with less than the following materials and thickness:
  - i. Six inches compacted dense graded aggregate or soil aggregate, I-5.
  - ii. Four inches bituminous stabilized base course, HMA 19M64, constructed in layers not more than two inches compacted thickness.
  - iii. Two inches HMA 12.5M64 surface course applied and tack coated to existing edge of pavement.
  - iv. A hot sealer shall be applied to all joints where new and old bituminous material meet.
- f. The foundations and surfaces of improved roads shall be made with the materials as specified herein or as directed by the Inspection and Approval Officer.
- g. Restoration work must be completed within 60 days of the original approval of the utility opening permit and application.