

**APPLICATION FOR PUBLIC WORKS PERMIT- TOWN OF JAFFREY, N.H.  
(ROADWAY EXCAVATION)**

**GENERAL**

The Applicant shall complete this form and submit it to the Town Building Inspector/Code Enforcement Officer at the Town Office, 10 Goodnow Street, Jaffrey, NH 03452; who will forward it to the Department of Public Works and the Planning Board for review.

<b>APPLICANT COMPLETE THIS BLOCK</b>			
<i>Applicant Name and Address (print):</i>		<i>Property Location:</i>	
Name:		Street Number:	
Address:		Street:	
		Town:	
		Tax Map No.:	
Phone:		Block/Lot No.:	
If not the Owner, are you an Agent for the Owner? (Yes or No or NA):			
Type of Agent: (e.g. Architect, Attorney, Contractor, Engineer, etc.):			
If you are not the Owner, print the Owner's name:			
If not the Owner, print the Owner's address:			

As Applicant, I hereby agree to the following:

1. To excavate with the Public Roadway Right of Way for the purpose as stated in this application.
2. To hold harmless the Town of Jaffrey against any action for personal injury and/or property damage sustained by reason of the exercise of this permit.
3. Maintain vehicular access as practical.
4. Install, maintain and remove signage as appropriate. Signage at the very least should include advance warning signs.
5. To supply traffic control personnel, at no cost to the Town, to manage traffic throughout construction area.
6. Submit traffic control plan (2 sets) to the Town for approval by the DPW Director and Police Department.
7. Maintain and immediately repair all excavations within 30 minutes of notification of deficiency.
8. Maintain insurance, suitable to the Town of Jaffrey, meeting the requirements of the Town.
9. Maintain excavation for a period of 1 year from the execution of this permit.
10. Trenches shall be made passable for vehicular traffic at the end of every work day, unless otherwise approved by the DPW.
11. Trenches shall be compacted in lifts not exceeding 12" with excavated material. Material shall be so sorted such that no rocks, boulders or cobbles greater than 6 inches in any dimension or any organic material are placed in the trench. In the event the existing material is unsuitable for reuse, bank run gravel may be used. Gravel must meet with the approval of the DPW. No stones, boulders, cobbles, or organic materials shall be in the bank run gravel. The top 12" sub base material shall be processed gravel meeting the approval of the Highway Foreman. Disturbed pavement shall be restored at the same thickness as the surrounding pavement, but shall not be less than 3 inches, laid in two lifts. The surface or wearing course shall meet NHDOT specifications for top course bituminous pavement.
12. Temporary pavement may be required as determined by the DPW

13. To submit three sets of plans drawn to a scale of 1" = 40' or other acceptable scale accompanied by a location plan showing the following:
  - A. Scope of the work contemplated
  - B. Existing and proposed finish ground elevation contours;
  - C. Alignment and grades of the Town Road, at least 200 feet in each direction from each drive access proposed;
  - D. Drainage design showing location and size of existing and proposed drainage structures. If required, submit copies of design computations based on a 25-year design frequency;
  - E. Layout of all improvements, utility proposed locations, parking, etc within the lot (i.e. number of parking spaces, building locations);
  - F. References to any existing or planned contiguous developments.
  - G. Traffic management plan if determined necessary by the Town.
14. To submit to the Town, 24 hour on-call access numbers to address emergencies related to the work in the public way.
15. The trench or excavation shall be maintained by the applicant for a period of one year
16. Provide to the Town surety in an amount determined by the Town which shall be held for the warranty period of one year. The Town reserves the right to utilize the surety
17. DIGSAFE shall be notified prior to
18. To abide by any and all other applicable Town, State, and Federal regulations.

Attachments, plans, and reference documents are listed on the last page of this application form.

\_\_\_\_\_  
Applicant Signature

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

\_\_\_\_\_  
Town Receipt Signature

\_\_\_\_\_  
Date Received (Date of Application)

<b><i>APPLICANT COMPLETE THIS BLOCK</i></b>
<p>Applicant requests permission to excavate or otherwise disturb the Public Right-of-Way for the purpose of :</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Excavation or disturbance to consist of:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Duration : _____</p>



***APPLICANT'S ATTACHMENTS, REFERENCES DOCUMENTS***

***Applicant: List Attachments:***

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***Applicant: List any other reference documents:***

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***DPW REVIEW ATTACHMENTS, REFERENCES DOCUMENTS***

DPW list of attachments:

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DPW list of other reference documents:

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***DPW SUMMARY NOTES***

Comments:

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\_\_\_\_\_  
Director of Public Works

\_\_\_\_\_  
Date

SENT TO PLANNING BOARD/ Code Enforcement Officer:

\_\_\_\_\_  
Date