



West Windsor Township

Department of Community Development
Engineering Division

No. _____

STREET OPENING PERMIT APPLICATION

(Revised to reflect amendments per Ord. 2018-14 adopted 4/23/18)

Location of Opening _____ Block _____ Lot _____
(Street)

Between _____ and _____

Number, Dimension and Type of Opening:

Reason for Opening:

<u>No.</u>	<u>Pipe Size</u>	<u>Length (L.F.)</u>	<u>Type</u>	<input type="checkbox"/> Install Main	<input type="checkbox"/> Repair Main
				<input type="checkbox"/> Install Service	<input type="checkbox"/> Repair Service
				<input type="checkbox"/> Other (Explain)	

Date Work to be Started _____

Date Work to be Completed _____

Sketch of Proposed Work: (attach a separate drawing if more room is required)

WORK HOURS: There shall be no construction maintenance operations or utility work on any street or highway before 9:00 am or after 4:00 pm. This time limit may be adjusted by the Officer in charge of Traffic Safety Division of the West Windsor Police Department. Coordinate all work affecting traffic with police dispatch at 609-799-1222.

NOTE: In road opening, applicant must use sand:cement backfill at a ratio of 15:1. See Page 3 of permit application form.

CALL BEFORE YOU DIG 1-800-272-1000 FOR UTILITY MARKOUTS

Applicant's Info Name **Name:** _____
 Address & Phone No. **Address:** _____
Phone #: _____

DO NOT WRITE BELOW THIS LINE:

1. Permit Fee \$ _____ Paid _____ 2. Hold Harmless Form _____ 3. Insurance Certificate _____

4. Bond Posted \$ _____ Cash _____ Bond _____ Other _____ 5. Inspections To Be Billed: Y / N

Date of Application _____ Approved by Township Engineer _____

cc: Applicant



STREET OPENING PERMIT APPLICATION

§152-6 STREET EXCAVATIONS; DEFINITIONS:

a. "Improved Road" shall mean:

- MOST ROADS** → 1. **Class A:** Any road surfaced with a pavement such as asphalt, concrete, brick or similar pavement, and/or any road having a concrete base.
2. **Class B:** Any road surfaced with stone or slag uniformly deposited in layers, with a total thickness of not less than four inches, where said stone or slag has been compacted by the use of a power roller and bound together by the application of oil.
3. **Class C -** Any old macadam or other road surfaced with a light coat of stone and oil, or any water bound macadam road without oil treatment; and any gravel and/or cinder road with oil treatment.

- b. "Unimproved Road" shall mean any cinder, dirt or gravel road without oil treatment.
- c. "Near-Side Openings" shall mean any openings which do not cross the center line of the surface of a road.
- d. "Far-Side Openings" shall mean any openings which cross the center line of the surface of a road.
- e. "Longitudinal Openings" shall mean openings which run parallel to the center line of the road.

§82-9 PERMIT FEE: The fee to be collected shall be calculated as follows:

MOST ROADS

Type of Opening		Road Class		
Improved Road		"A"	"B"	"C"
c.	Near-Side	\$200.00	\$100.00	\$50.00
d.	Far-Side	\$500.00	\$250.00	\$100.00
e.	Longitudinal (Minimum Fee - \$100.00)	\$ 10.00/L.F.	\$ 8.00/L.F.	\$ 5.00/L.F.
Unimproved Road and Unimproved Shoulder		\$100.00		

A Municipal or Utility corporation may, in lieu of the payment of individual permit fees, pay an annual permit fee of \$1,000.00, BUT SHALL BE RESPONSIBLE for reimbursement of inspection fees incurred by the Township upon receipt of billings from the Township. (§152-9.C)

§152-9.E BONDING REQUIREMENTS: The bond amount to be posted shall be calculated as follows:

- Near-Side Opening: \$ 500.00 Far-Side Opening: \$ 1,000.00
- Longitudinal Openings: \$ 500.00 for the 1st fifteen (15) feet, plus \$30.00 per foot in excess of fifteen (15) feet.

A Municipal or Utility corporation may, in lieu of the posting of individual bonds, post an annual approved bond with the Township in the sum of \$10,000.00. (§152-9.B)

§152-10.I INDEMNIFICATION REQUIREMENTS: Each permittee shall execute a Township Hold Harmless Agreement.

§152-10.J INSURANCE REQUIREMENTS: Each applicant shall furnish the Engineer with satisfactory proof that he/she is insured against injury to persons and damage to property caused by any act or omission of the applicant, his/her agents, employees or subcontractors done in the course of the work to be performed under the permit. The insurance shall cover all hazards likely to arise in connection with the work, including, but not limited to, collapse and explosion, and shall also insure against liability arising from the completed operations. The limits of the insurance shall be \$300,000 for injury to any one person, \$500,000 for injuries to more than one person in the same accident and \$300,000 for property damage for a single incident. The governing body may waive the requirements of this subsection for public utilities on the presentation of satisfactory proof that they are capable of meeting claims against them up to the amount of the limits of the insurance policy which would otherwise be required. The insurance required by this Section shall name West Windsor Township as Additional Certificate Holder and Additional Insured.



STREET OPENING PERMIT APPLICATION

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CONTRACTOR TO KEEP THIS PAGE IN THE FIELD FOR REFERENCE

Provide 48 hour Notice to Engineering Division for Inspection of all Trench and Restoration Work. Call 609-799-9396

§ 152-10.D TRENCH RESTORATION REQUIREMENTS:

All trenches in existing township roads shall be restored to the satisfaction of the Township Engineer, and such restoration shall include the following:

- (1) All **bedding material in the haunch portion** of the bedding area shall be:
 - (a) Choked clean stone using approximately one part clean sand to two parts clean, uniformly graded crushed stone or river gravel; or
 - (b) Sandy gravel (in-situ material), if approved by the Engineer on a site specific basis; or
 - (c) Clean stone, only if enveloped with filter fabric of a type approved by the Engineer.
- (2) **Above the bedding haunch area to one (1') foot above the pipe shall be clean sand** with not more than 10% passing the number 100 sieve size. This material shall be compacted to 90% maximum dry density.
- (3) **Above the D(2) bedding area shall be sand/cement backfill, with a ratio 15:1 sand: Portland cement.**
 - (a) If placed wet, sand/cement material shall be vibrated sufficiently to ensure that no voids remain, using 180 cycles per second in head motor vibrator or equal.
 - (b) If placed dry, the placement of sand/cement shall be in layers not more than twelve (12") inches deep and compacted to 95% maximum density at optimum moisture content.
 - (c) The sand/cement backfill shall be brought to a level six (6") inches below the bottom of the bituminous stabilized base course (BSBC) and FABC surface course as per § 200-91 of the Code of the Township of West Windsor, and indicated below. *In no case shall the existing pavement thickness reduce the thickness of the pavement restoration requirements.*
 - i. **Collector Street: 6" BSBC and 2" FABC**
 - ii. **Minor Street: 4" BSBC and 2" FABC**
- (4) Following the placement of the sand/cement backfill, the contractor shall saw cut the existing edges of pavement so that the **minimum length and width of the existing sound pavement removal shall be not less than twenty four (24") inches more than the widest and longest disturbed portion of the trench excavation.** Such line cuts shall be in a single straight line so as to permit proper compaction of I-5 soil aggregate and bituminous stabilized base course.
- (5) **Six (6") inches of I-5 soil aggregate** shall be placed and compacted. Careful attention should be paid to the percent of content of fines in any portion of the restoration, and such content shall not exceed the current NJDOT standards for I-5. The soil aggregate shall be compacted to 95% maximum density at optimum moisture content.
- (6) The required depth of **bituminous stabilized base course shall be placed and compacted**, as per D(3)(c), in accordance with NJDOT standards. Upon proper placement and compaction of both the I-5 soil aggregate and bituminous stabilized base course, the existing FABC pavement **edges shall be tack coated** with an NJDOT approved tack coat material.
- (7) The **two (2") inches FABC surface course shall be placed** in such a level so as to support the entire weight of the roller on the newly placed FABC so that when the rolling is finished, the FABC shall be consolidated to the density consistent with the requirements of the current NJDOT specifications, AND be 1/4 inch higher than the existing and/or surrounding pavement. In the event that the 1/4 inch higher pavement could cause drainage problems, the elevation of the patch shall be as approved by the Township Engineer.
- (8) **All patch edges shall be sealed** with the same material used for tack coat, such as rapid curing cutback asphalt, grades RC70 or RC-T or approved equal.

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WEST WINDSOR TOWNSHIP

DEPARTMENT OF COMMUNITY DEVELOPMENT DIVISION OF ENGINEERING

THIS COMPLETED DOCUMENT TO BE SUBMITTED WITH STREET OPENING PERMIT APPLICATION

HOLD HARMLESS AGREEMENT

The Contractor agrees to indemnify, defend and save harmless the Township, its officers, agents and servants, and each and every one of them, against and from all suits and costs of every description including but not limited to costs of legal and any claims, including those under the American with Disabilities Act, and from all damages which the Township or any of its officers, agents and servants may be put, by reason of injury to the person or property of others resulting from the carelessness in the performance of the work, or through any improper or defective machinery, implements or appliances used by the Contractor the work, or through any act or omission on the part of the Contractor, his agents or employees.

DESCRIPTION OF WORK:

Installation of _____,
Description of work

within the existing public right-of-way of _____,
Street name

more specifically at the street address of # _____,
Property address

West Windsor Township Street Opening Permit # _____.

Signed this _____ day of _____, 20_____

as a binding act in deed of _____
Contractor's Name or Organization Name:

Authorized Signature & Title

Business Street Address

Contact Telephone