



TOWN OF WELLFLEET
Department of Public Works
220 West Main Street
Wellfleet, MA 02667

Jay Norton
Director

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Wellfleet Permit Application
For Road Cut, Excavation, Tunneling or Boring

General Instructions:

1. Complete application
 2. Attach site plans
 3. Submit completed application to D.P.W. for review with fee of \$35.00 payable to "Town of Wellfleet"
 4. Permit is subject to all terms, conditions, and restrictions listed on this form printed or written under any comment section.
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Applicant: _____
Phone: _____ Email: _____
Address: _____
Construction Address: _____
Contractor Name: _____
Contractor Address: _____
Name of Contact Person: _____
Phone: _____ Email: _____

Type of Activity:

Gas Installation/Repair ☐ Water Service Installation/Repair ☐
Drainage Installation/Repair ☐ Other (explain) _____

Area to be Excavated: Sidewalk ☐ Shoulder ☐ Travel Lane ☐

Dimensions of excavation: Length _____ Width _____ Depth _____

Work Dates: Start _____ Completion _____

Dig Safe Number: **(Mandatory)** _____

The applicant acknowledges that he/she has read the above and the specifications on the reverse side of this document and agrees to abide by these and any other rules or regulations of the Town of Wellfleet.

Signature of Applicant _____ Date _____

D.P.W. Authorization _____ Date _____

Comments or Restrictions _____

The applicant must notify the Wellfleet D.P.W. after completion of the job so that a representative from the department can do the final inspection.

D.P.W. Authorization Final Inspection: _____ Date _____

Town Department/Board Signatures:

Electrical Inspector: _____ Date _____
(if applicable)

Wellfleet Police Department: _____ Date _____

Comments: _____

Wellfleet Fire Department: _____ Date _____

Comments: _____

Special Conditions:

- 1) Any blockage of the traveled way must be reported to the **Wellfleet Police Department Immediately.**
- 2) All surface repairs must be temporarily patched on the same working day.
- 3) This permit will expire in 6 (six) months from time of request.

The Department of Public Works will be notified a minimum of 48 hours before excavation begins. Unless otherwise authorized the road shall be drilled under and surface not be disturbed. When approval is given for the surface to be disturbed the following specifications shall be complied with:

The work done shall be satisfactory to the Department of Public Works or such officers as it appoints to the supervision and inspection of the finished product, and a as-built plan showing the location of conduits, pipes, drains, wires, or other underground structures laid shall be filed with the Town when work is completed.

Open Cut Specifications and Requirements

- 1) Said company shall indemnify and save the Town harmless against all damages, costs and expenses which the Town may be subjected in consequences of the acts or neglect of Said Company, its agent or servants, or in any manner arising from the rights and privileges granted by the Town.
- 2) In addition said company shall, 48 hours before any work commences and before a public way is disturbed for the laying of utilities, notify the Wellfleet Police Department, Wellfleet Fire Department, and the Wellfleet Department of Public Works that the company will be working on the way.
- 3) Said company shall comply with the requirements of existing by-laws and such may hereafter be adopted governing the laying of utilities, so far as the same are not inconsistent with the laws of the Commonwealth.
- 4) All required signs and traffic warning devices shall be furnished by the applicant. All signs and devices shall be in accordance with the Massachusetts Manual on Uniform Traffic Control Devices. The number and location of all signs and devices shall be as deemed necessary by the DPW Director or his/her designee for the safe and efficient performance of the work and safety of the traveling public.
- 5) All warning devices shall be subject to removal, replacement, and/or repositioning by the applicant as often as deemed necessary by the DPW Director or his/her designee.
- 6) Cones or non-reflectorized warning devices shall not be left in operating position on the highway when the daytime operations have ceased. If it becomes necessary for the Department to remove any construction warning devices or their appurtenances from the project due to negligence by the applicant, all cost will be charged to the applicant.
- 7) All vehicles, excepting passenger cars, which are assigned to the permitted project and which are operating on the site at speeds of 25 MPH or LESS shall have an official SLOW MOVING VEHICLE emblem displayed.
- 8) Subject to the approval of the DPW Director or his/her designee, the contractor shall schedule the temporary or permanent closing of public ways to travel only after consultation with the Police Chief and the Fire Chief. The temporary closing of the road shall be kept to a minimum. A uniformed police officer shall be employed on the project when any portion of the work will affect the traveled surface of the way, at the applicant's expense. Officer shall be employed on the project when any portion of the work will affect the traveled surface of the way, at the applicant's expense.

All personnel who are working on the traveled way or shoulder shall be protected by traffic cones or similar protective devices and shall wear safety vests.

Excavation:

When excavation is to be done within the limits of the bituminous surface, the surface shall be saw cut to a straight and vertical edge. Care shall be taken not to disturb or in any way damage the surface beyond these edges. Any equipment working on the project which may, in the opinion of the DPW Director or his/her designee, damage the surface, shall work or be propelled on suitable platforms to prevent any marking or other damage to the roadway surface. Care shall be taken in stacking excavated materials on the surface, not to mark or in any way damage the roadway surface.

Backfilling Trenches:

Backfill material shall be placed in layers not to exceed six (6) inches in depth. Each layer shall be compacted by hand (plate compactor) or by other approved method. No material shall be excavated from the banks of the trench to backfill around the pipe or for any other purpose. Backfill material shall be brought to a true plane twelve (12) inches below and parallel to finished surface. Ten (10) inches of one and one-half (1½) inch dense grade stone to be compacted in lifts not to exceed five (5) inches in depth and compacted by an approved method to a depth of two (2) inches below the finished surface. The top two (2) inches of surface shall be of compacted cold patch.

Replacing Surface:

Surface shall not be replaced for at least sixty (60) days after the above work has been completed. Surface shall be replaced no later than six (6) months after work has been completed. The trench shall be excavated to a depth of four (4) inches. Three (3) inches of bituminous concrete (binder) and one (1) inch of Type-1 bituminous concrete (top) shall be placed and rolled so that the finished surface shall be level with the roadway surface.

Overlay:

(When required) – Road surface is to be swept and tack-coated. One and one-half (1½) inches of compacted type-1 bituminous concrete that is applied is to extend a minimum of fifty (50) feet beyond each side of the cut with a minimum of two (2) 45 degree two (2) inch transverse cuts on the ends.

Clean-up:

All excess materials shall be removed. All dirt areas that are disturbed will be loamed (2" depth) and seeded.

Road Shoulder:

The person or persons applying for this permit will be responsible for any settlement of the road shoulder for two (2) years after the completion of the work, to the satisfaction of the DPW Director or his/her designee.

Bonds:

A performance bond of \$20.00 per sq. ft. of open cut or a bond of equal to the value of the work for large jobs will be posted with the Town Clerk prior to any work being done. The applicant will furnish a copy of the receipt of bond by the Town Clerk to the Department of Public Works prior to starting any work.

Tunneling, Boring, or Hole Shots:

If this permit is issued for drive under only and the road surface is disturbed, i.e. curbing or hump condition becomes apparent, then the road must be cut and patched as above. Tunneling must be at least three (3) feet under the Road Base Layer. Holes being Bored must be no bigger than the casing being used.

Relocations:

The Applicant agrees that they will pay for the relocation of this utility should it ever have to be relocated to make room for a public utility.

Warranty:

The road surface repairs shall be warranted for a period of 1 (one) year from date of completion. The contractor will perform any repairs of the road surface to the satisfaction of the D.P.W. Director or his/her designee. All required repairs will be done at no costs to the Town and will be responsibility of the contractor.

Tree Warden:

The tree warden will be notified if the proposed work requires the removal or trimming or any tree in any part of the Town or public way layout.