

Application is hereby made for a highway work permit:

For Joint application, name and address of Second Applicant below:

Name _____
Address _____
City _____ State _____ Zip _____

Name _____
Address _____
City _____ State _____ Zip _____

Charge Account Code _____
Federal I.D. No. or Social Security No. _____
Applicant Telephone # _____
Contact person in case of emergency _____
(include telephone number) _____

Project Identification No. _____
Highway Work Permit No. _____

RETURN PERMIT TO: (IF DIFFERENT FROM ABOVE)

RETURN OF DEPOSIT/BOND TO: (COMPLETE ONLY IF DIFFERENT FROM PERMITTEE)

Name _____
Address _____
City _____ State _____ Zip _____

Name _____
Address _____
City _____ State _____ Zip _____

- Estimated cost of work being performed in state highway right-of-way \$ _____
- Anticipated duration of work: From _____ 20____ thru _____ 20____, to apply to the operation(s) checked below:
- Protective Liability Insurance covered by Policy No. _____; expires on _____ 20____
- A \$20.00 fee will be charged for checks returned by bank.

CHECK TYPE OF OPERATION	PERMIT FEE			TOTAL	INSURANCE Show PERM 17 or Undertaking on file	Indicate Account Number if Permit Fee Charged	Guarantee Deposit Check/Bond Amount	Check or Bond Number
	Base Fee	Additional Fee Indicate No. Feet/Poles	Times Unit Rate					
1. <input type="checkbox"/> Original installation								
a. <input type="checkbox"/> Underground								
1. <input type="checkbox"/> Excavating, tunneling, boring installing, etc.	\$ 32		\$.32/ft.					
2. <input type="checkbox"/> Commercial service sub-surface connection	32		.32/ft.					
3. <input type="checkbox"/> Residential service sub-surface connection	32		.32/ft.					
b. <input type="checkbox"/> Overhead								
1. <input type="checkbox"/> Erecting poles, towers, etc.	63		2.50/Unit					
2. <input type="checkbox"/> Running new lines	63							
3. <input type="checkbox"/> Commercial service connections	19							
4. <input type="checkbox"/> Residential service connection	19							
c. <input type="checkbox"/> On Bridges and Culverts								
1. <input type="checkbox"/> Regular installation	63							
2. <input type="checkbox"/> Requiring structural changes	625							
d. <input type="checkbox"/> Telephone Booths								
1. <input type="checkbox"/> Along Interstate highways	63							
2. <input type="checkbox"/> Along State highways	63							
2. <input type="checkbox"/> Maintenance								
a. <input type="checkbox"/> Single job Repairing, making replacements, relocation, performing herbicide work, etc. (Indicate footage or poles although no additional fee)	32							
b. <input type="checkbox"/> Annual Per Region Per County Includes tree work and other work permitted as single jobs. (Department must be notified each time work is to be performed)	2500 625							
c. <input type="checkbox"/> Repair of water or sewer lines	32							
d. <input type="checkbox"/> D.O.T. requested maintenance	N/C							
3. <input type="checkbox"/> After original construction								
a. <input type="checkbox"/> Annual - includes overhead connections Per Region Per County	2500 625							
b. <input type="checkbox"/> Relocation - D.O.T. requested	N/C							
c. <input type="checkbox"/> Commercial service sub-surface connection	32		.32/ft.					
d. <input type="checkbox"/> Commercial service overhead connection	19							
e. <input type="checkbox"/> Residential service sub-surface connection	32		32/ft.					
f. <input type="checkbox"/> Residential service overhead connection	19							
4. <input type="checkbox"/> Miscellaneous	32							

PROPOSED WORK (BRIEF DESCRIPTION): _____

ATTACHED: Plans _____ Specifications _____ LOCATION: State Route _____ State Highway _____
between Reference Marker _____ and Reference Marker _____
Town of: _____ County of: _____

SEQR REQUIREMENTS: (Check appropriate box)
 Exempt Ministerial Type II EIS or DEIS Lead Agency _____

If project is identified to be ministerial, or TYPE II, no further action is required.
If project is determined to be other than ministerial, exempt, or TYPE II, refer to M.A.P.7.12-2, Appendix A SEQR REQUIREMENTS FOR HIGHWAY WORK PERMITS.
Acceptance of the requested permit subjects the permittee to the restrictions, regulations and obligations stated on this application and on the permit.

Applicant Signature _____ Date _____ 20____
Second Applicant Signature _____ Date _____ 20____
Approval recommended _____ 20____. By Resident Engineer _____ Residency No. _____
Approved _____ 20____. By Regional Traffic Engineer _____ Region No. _____

PERMIT IS ISSUED CONTINGENT UPON LOCAL REQUIREMENTS BEING SATISFIED.

RESPONSIBILITIES OF PERMITTEE

1. PROTECTIVE LIABILITY INSURANCE COVERAGE

Permittee must have protective liability insurance coverage in accordance with Department requirements. See Certificate of Insurance for Highway Permits Insurance Requirements (Form PERM 17, NYSDOT)

Expiration of, or lack of, liability insurance automatically terminates the permit. Insurance coverage may be provided by furnishing the Department with one of the following:

- a. A Certificate of Insurance for Highway Permits Insurance (Form PERM 17, NYSDOT).
- b. Undertakings are limited to Public Service Corporations and government units. They must be executed through an insurance/bonding company and are subject to approval by NYSDOT Office of Legal Affairs.

2. COMPENSATION INSURANCE AND DISABILITY COVERAGE

The applicant is required to have compensation insurance and disability coverage as noted in the provisions of the Worker's Compensation Law and Acts amendatory thereof for the entire period of the permit, or the permit is invalid.

3. FEDERAL IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER

This number is required by Chapter 55 Laws of 1992. Failure to provide this number will result in rejection of Application for Highway Work Permit.

4. NOTIFICATION

- Notify Commissioner, through Regional Office, one week prior to commencing work. Emergency work performed by public service utilities should be reported the next work day.
- Notify area gas distributors 72 hours prior to any blasting.
- Notify utility companies with facilities in work areas before starting work, in accordance with Industrial Code 53 (permission from utility company must be obtained before commencing work affecting utilities' facilities)
- Notify Regional Signal Maintenance Shop 3 days prior to starting work.
- Notify Department of Transportation at conclusion of work and return original copy of permit to Resident Engineer.

Annual Maintenance Permit Notifications:

- Notify, by telephone, the Regional or Resident Engineer's office, one week in advance, each time regular maintenance work is to be performed. In emergencies, notification by telephone should be made the next work day.

5. SITE CARE AND RESTORATION

An Undertaking, a bond or a certified check in an amount designated by the Department of Transportation may be required by the Regional Office, before a permit is issued, to guarantee restoration of the site to its original condition. If the Department is obliged to restore the site to its original condition, the costs to the Department will be deducted from the amount of the permittee's guarantee deposit at the conclusion of the work. Costs in excess of the Bond/guarantee deposit on file will be billed directly to the permittee.

The permittee is responsible for traffic protection and maintenance including adequate use of signs and barriers during work and evening hours. Anyone working within the R.O.W. will wear high visibility apparel (orange/yellow) and hard hat.

No unnecessary obstruction is to be left on the pavement or the right-of-way or in such a position as to block warning signs during non-working hours.

No work shall be done to obstruct drainage or divert creeks, water courses or sluices onto the right-of-way.

All falsework must be removed and all excavations must be filled in and restored to the satisfaction of the Regional Maintenance Engineer.

6. COSTS INCURRED BY ISSUANCE OF THIS PERMIT

All costs beyond the limits of the protective liability insurance, surety deposits, etc., are the responsibility of the permittee. The State shall be held free of any costs incurred by the issuance of this permit, direct or indirect.

7. SUBMITTING WORK PLANS

The applicant will submit work plans and/or a map as required by the Department. This shall include such details as measurements of driveways with relation to nearest property corner, positions of guys supporting poles and a schedule of the number of poles and feet of excavation necessary for completion of the work on the State right-of-way. A description of the proposed method of construction will be included.

Plan work with future adjustments in mind, as any relocation, replacement or removal of the installation authorized by this permit and made necessary by future highway maintenance, reconstruction or new construction, will be the responsibility of the permittee.

Driveway plans should be prepared in accordance with the POLICY AND STANDARDS FOR ENTRANCES TO STATE HIGHWAYS.

The permittee must coordinate his work with any state construction being conducted.

8. TRAFFIC MAINTENANCE

A plan detailing how the permittee intends to maintain and protect traffic shall be submitted with work plans. Traffic shall be maintained on the highway in a safe manner during working and non-working hours until construction is completed. The permittee is responsible for traffic protection and maintenance, including adequate use of signs, barriers, and flag persons during working and non-working hours until construction is completed.

All sketches will be stamped with "MAINTENANCE OF TRAFFIC SHALL BE IN CONFORMANCE WITH THE NEW YORK STATE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES."

9. COST OF INSPECTION AND SUPERVISION

Prior to issuance of the Highway Work Permit, the permittee may be required to sign an INSPECTION PAYMENT AGREEMENT FOR HIGHWAY WORK PERMITS (FORM PERM 50) agreeing to the payment of inspection charges and/or PAYMENT OF AGREEMENT FOR HIGHWAY WORK PERMITS DESIGN REVIEW (FORM PERM 51) for Department employees. Inspection charges will be based on number of work days. Design Review charges will be based on number of work hours.

10. SCOPE

a. Areas Covered

Permits issued are for highways, bridges and culverts over which the New York State Department of Transportation has jurisdiction. (Local governments issue permits for highways under their jurisdiction.)

b. Legal

The privilege granted by the permit does not authorize any infringement of federal, state or local laws or regulations, is limited to the extent of the authority of this Department in the premises and is transferable and assignable only with the written consent of the Commissioner of Transportation.

c. Commissioner's Reservation

The Commissioner of Transportation reserves the right to modify fees and to revoke or annul the permit at any time, at his discretion without a hearing or the necessity of showing cause.

d. Locations

Work locations must be approved by the Department.

e. Maintenance

Property owners having access to a state highway shall be fully responsible for the maintenance of their driveway in accordance with POLICY AND STANDARDS FOR ENTRANCES TO STATE HIGHWAYS.

f. Work Commencement

Work should start within 30 days from validation date of permit or said permit may be revoked.

11. COMPLETION OF PROJECT

Upon completion of the work within the state highway right-of-way authorized by the work permit, the person and his or its successors in interest, shall be responsible for the maintenance and repair of such work or portion of such work as set forth within the Terms and Conditions of the Highway Work Permit.