

**TOWN OF MORRISTOWN DEPARTMENT OF PUBLIC WORKS**  
**ROAD EXCAVATION PERMIT APPLICATION**  
 Town Code Section 18-1

Location \_\_\_\_\_ Date \_\_\_\_\_

Purpose \_\_\_\_\_

Contractor \_\_\_\_\_ Emergency # \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

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

Length \_\_\_\_\_ Width \_\_\_\_\_ Depth \_\_\_\_\_ Area \_\_\_\_\_ Sq. Yds \_\_\_\_\_

Estimated Cost \_\_\_\_\_

Attach a sketch showing location, limits of excavation, adjacent facilities, structures and all pertinent data affecting construction. **NOTE:** A separate permit is required for each 250 linear feet or 500 sq.foot area of excavation.

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**FEES**

Inspection fee.....\$ \_\_\_\_\_  
 For Municipal or Public Utilities \$75, for all others \$50  
 Additional charge of \$20 per hour for inspection time over three hours

Repair Deposit \_\_\_\_\_ Sq. Yds. @ \$50 per sq. yd.....\$ \_\_\_\_\_  
 \$200.00 min. First \$500 must be cash. Amounts over \$500 may be performance bonds. Not required if a performance bond is in place. Refundable 6 months after date of inspection.

Permit Fee \$20.00.....\$ \_\_\_\_\_

Surcharge .....\$ \_\_\_\_\_  
 125% of Director of Public Works estimate to resurface work area and adjacent street areas.  
 Applies to roads resurfaced within the last 5 years.

Guarantee of Work held for three years.....\$ \_\_\_\_\_  
 25% of Repair Deposit, \$100 minimum. Not required if a performance bond is in place.  
 Refundable 3 years after date of inspection

TOTAL.....\$ \_\_\_\_\_

Performance Bond \$10,000 min.....\$ \_\_\_\_\_  
 Applies to municipal or public or private utilities.

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**Insurance Certificate and/or Letter of Endorsement**

Town of Morristown Code Chapter 18-1.2

Certificate of Insurance Required. No person shall be granted a permit to open any street unless he shall furnish a certificate of insurance from a responsible insurance company authorized to do business in New Jersey, to be filed with the Director of Public Works, showing that he is adequately insured against liability and property damage claims. The minimum amount of such comprehensive public liability insurance shall be for one million (\$1,000,000.00) dollars for each claim for bodily injury, three million (\$3,000,000.00) dollars multiple claims for bodily injury arising from a single accident and five hundred thousand (\$500,000.00) dollars property damage for a single accident. As such insurance shall remain in full force and effect throughout the effective period of the permit as well as any authorized extensions thereof; all such insurance shall carry an endorsement to the effect that the insurance company will provide at least ten (10) days written notice to the town prior to any modification or policy cancellation. The Town shall be named as additional insured on all such insurance certificates or the certificate shall contain adequate cross-indemnification provisions in favor of the Town. The certificate of insurance shall be in legal form satisfactory to the Municipal Attorney. (Ord. No. O-1-83 § 178-1B)

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**APPLICATION APPROVALS**

\_\_\_\_\_ **Conditions of Approval:** Work hours 9:00am to 3:00pm Monday thru Friday, roadway only open during work hours. Contractor must maintain a lane of traffic at all times providing safety cones/barricades to ensure the safe flow of traffic as well as pedestrian traffic in and near the work zone. Contact the Police Dept for an Officer one week prior to schedule work.

**Special Conditions of Approval** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Flagman Required? YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, how many? \_\_\_\_\_

_____	_____	_____
BUREAU OF POLICE	TITLE	DATE
_____	_____	_____
DIVISION OF ENGINEERING	TITLE	DATE
_____	_____	_____
DIVISION OF PUBLIC WORKS	TITLE	DATE

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**Call 973-292-6670 to schedule an inspection at least one day in advance**

Final Inspection \_\_\_\_\_ Inspector \_\_\_\_\_ Date \_\_\_\_\_

Deposit Released \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_

Guarantee of Work \_\_\_\_\_ Amount \_\_\_\_\_ Date of Release \_\_\_\_\_