

**VILLAGE OF ALTAMONT
P.O. BOX 643
ALTAMONT, N.Y. 12009
518-861-8554**

APPLICATION FOR PERMIT TO OPEN STREET OR PAVEMENT

This application is for authorization to perform construction work within Village of Altamont public roadways. In addition to obtaining authorization to work, the applicant is to contact the Underground Facilities Protection Organization (UFPO).

The UFPO may be contacted at:

<https://newyork-811.com/homeowners/what-you-need-to-know/>.

This organization marks out locations of nearby underground gas, electric and telephone lines at no charge.

**THIS HANDOUT PACKAGE CONTAINS THE FOLLOWING
INFORMATION**

☐ APPLICATION FOR PERMIT TO OPEN STREET OR PAVEMENT

☐ CONDITIONS AND REGULATIONS

☐ INSURANCE REQUIREMENTS

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CONDITIONS AND REGULATIONS

1. This permit, if granted, does not go into effect until the following conditions are met:

- ☐ The \$15.00 permit fee is received by the Village Clerk
- ☐ A deposit of \$500.00 is received by the Village Clerk and will be held in escrow until all work is completed to the satisfaction of the Superintendent of DPW.
- ☐ An insurance certificate, naming the Village of Altamont as additional insured, is received by the Village Clerk.
- ☐ This permit is approved and signed by the Superintendent of DPW.

2. This permit, if granted, will be valid for a period of ten (10) working days from the date of the issuance. An extension of the permit may be granted if necessary. This permit shall not be assigned or transferred without the written consent of the Superintendent of DPW, and the work authorized by this permit shall be performed under the supervision and to his satisfaction.

3. The Superintendent of DPW, or his representative (518-861-8554), shall be given at least twenty-four (24) hour notice by said permittee of the date he intends to begin the work authorized by his permit. The permittee will be required to remove all clay or other materials which, in the opinion of the Superintendent of DPW, or his representative, are unsuitable for backfilling, and refill all openings with a mixture of sand and gravel and replace all pavements removed or disturbed by the prosecution of the work, and restore the same to such a state and condition as before the opening was made, and to the satisfaction of the Superintendent of DPW.

4. Said permittee is responsible for the dewatering of the area to be excavated when deemed necessary by the Superintendent of DPW. Any dewatering of the area shall be completed prior to the start of excavation using the method prescribed by the Superintendent of DPW.

5. Said permittee is responsible for maintaining and patching cut area in road upon the request of the Superintendent of DPW, or his representative. No road cuts to be made before April 15th and after November 1st. All permanent repairs to blacktop must be made within twenty-four (24) hours from the day of the pavement opening, unless otherwise noted.

6. Permittee shall provide the name and telephone number of a twenty-four-hour contact person available for emergency calls in the event a hazardous condition arises, due to the street opening. If contact cannot be made and the Highway personnel and equipment are used to correct the hazardous condition, the permittee shall be charged accordingly.

7. All work done under this permit is to be made when the weather and road conditions are favorable, and at all times in such manner as to give strict attention to safety and rights of the public. The permittee shall place barricades and lights on all openings and bridge same when necessary or directed by the Superintendent of DPW, and shall take all precautions to prevent accidents to persons or damage to property.

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INSURANCE REQUIREMENTS

1. Said permittee shall be responsible for all damages resulting in bodily injury including death and/or property damage due to activities of the permittee, its contractors, subcontractors or either or both, agents or employees in connection with any act or omission hereunder; and does hereby expressly agree to indemnify and save harmless the Village of Altamont and the Superintendent of DPW of said Village and his representatives and employees from claims, suites, actions, damages and costs or every name and description arising out of or resulting from any act or omission hereunder.
2. The Superintendent of DPW, before the permittee shall proceed with any work under this permit, will obtain on behalf of permittee a policy of protective liability insurance to and covering the liability of the Village of Altamont and/or Superintendent of DPW of the Village of Altamont, New York, with respect to all operations under this permit, by the permittee or by anyone acting by, through or for the permittee, including omissions and supervisory acts of the said Superintendent of DPW. The limits of coverage in such protective liability insurance policy shall not be less than \$300,000.00 for all damages arising out of bodily injury including death for each person in any one accident, and not less than \$500,000.00 for all damages arising out of bodily injury including death at any time resulting therefrom, sustained by two or more persons in any one accident, and not less than \$50,000.00 for all damages arising out of injury to or destruction of property in any one accident, and subject to that limit for not less than \$100,000.00 for all damages arising out of the injury to or destruction of property during the policy period. The permittee has to file with the Village Clerk a Certificate of Insurance as listed or shown in the above paragraph.
3. The enumeration in this permit of the kind and amount of insurance shall not abridge, diminish or affect the permittee's legal responsibility for the consequence of accidents arising out of or resulting from the operation of the permittee under this permit.
4. Upon request of the Village Superintendent of DPW, the permittee will furnish him/her with proof that permittee has secured compensation for the benefit of and will keep insurance during the performance of the above described work such employees as are required to be insured by the provisions of the Workman's Compensation Law. If permittee has work performed by an independent contractor, such contractor shall furnish proof that such contractor has secured such compensation.

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The undersigned applicant agrees that all work performed thereunder will be made pursuant to law and in accordance with all of the attached conditions, regulations and insurance requirements prescribed by the Village of Altamont Superintendent DPW.

APPLICANT INFORMATION

Name: _____
Company Name: _____
Street Address: _____
City: _____ State: _____ Zip _____
Phone Number: _____
24-Hour Contact Person _____ 24-Hour Phone Number _____
Email Address: _____
Applicant's Signature _____ Date _____

GENERAL INFORMATION

The above named applicant hereby makes application for a permit to open street or pavement at the following location:

House Number _____ Street Name _____
Purposed operation _____
Approximate length of opening: _____ ft. Estimated start date: _____
Approximate width of opening: _____ ft. Completion date: _____
Estimated total cost of work to be performed: \$ _____

OFFICE USE ONLY

Opening to be made between: Start: _____ End: _____
(Saturdays, Sundays, and Holidays accepted), pursuant to conditions and regulations hereinafter set forth.

Additional Conditions:

\$15.00 Permit Fee ☐ Check #: _____ Village Clerks Initials: _____
\$500.00 Deposit ☐ Check #: _____ Village Clerks Initials: _____
Insurance Certificate Approved: ☐ Yes ☐ No
Application Approved: ☐ Yes ☐ No
Escrow Released: ☐ Yes ☐ No
Superintendent DPW Signature _____ Date _____