



DEPARTMENT OF PUBLIC WORKS

Borough of Hawthorne
445 Lafayette Avenue
Hawthorne, NJ 07506
973-427-2378 – fax: 973-427-1882

Richard S. Goldberg
Mayor

Joseph J. Clementi, CPWM
Director of Public Works

STREET OPENING PERMIT APPLICATION

SEE TERMS AND CONDITIONS OF THIS PERMIT ON REVERSE SIDE

MAJOR PERMIT

(Greater Than 100 SF or 50 LF)

MINOR PERMIT

(Less Than 100 SF or 50 LF)

Applicant Name: _____

Address: _____

Phone: _____ Fax: _____

Emergency 24-hour Contact

Phone Number: _____

Date: _____

Permit No.: _____

Opening Location: _____

Size of Opening: _____

NJ 1 Call Dig No.: _____

Date Work to Begin: _____

Date Work to be Completed: _____

Is Applicant a Public Utility: _____

Description of the Work to be Done: _____

APPLICANT MUST PROVIDE A SKETCH OF THE PROPOSED OPENING, ACCEPTABLE TO THE DEPARTMENT.

No openings allowed in streets resurfaced within the previous five (5)-year period, except on emergency basis. Any emergency openings in such street will necessitate curb-to-curb restoration.

By signature below the Applicant agrees to all permit terms and conditions, stated herein:

SIGNATURE OF APPLICANT: _____

Name

Title

For Office Use – Ordinance # 1977-09

Issued by: _____

Date: _____

Fee: _____

Check #: _____

Bond Required: _____

Bond Amount: _____

Check #: _____

Has street been resurfaced within the last five (5) years: _____

Certificate of Insurance Received: _____ (Attach to office copy of Permit)
(minimum coverage: 50/300/50)

Certificate of Insurance, Borough as
Additional Insured.: _____

Permit Approved: _____

Director of Public Works

Permit Denied: _____

Revenue Account #: _____

Fee: _____ Bond _____

Reason: _____



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Borough of Hawthorne

TERMS AND CONDITIONS OF STREET OPENING PERMIT

- ALL RESTORATION WORK IS BY APPLICANT.
- Applicant must contact Hawthorne Police for traffic control.
- No work to begin prior to 7 a.m.
- No openings or restoration to be done on Saturday, Sunday or Borough holidays.
- No trench may remain open overnight, all openings to be made passable by the end of the day. Steel plates with pins shall be utilized where necessary. Steel plates are not allowed from 11/15 to 4/1.
- Contractor to call per inspection prior to backfilling operation.
- Backfill shall be done with Q.P. stone or other material as approved by the DPW – No excavated material may be used as backfill.
- All work to be done in accordance with the NJ DOT standards for road openings and Passaic County standards.
- Edges of openings to be saw cut – true and square.
- Backfill to be completed in 6” – 12” lifts. Fill to top with 6” of stabilized base and 2” FABC, and for collector streets as directed by the DPW. For local streets, 4” hot mix asphalt stabilized base, and 2” FABC top, or match existing with approval of DPW inspector.
- Cobbles, stones and pavers and curbs must be restored to same condition as prior to excavation.
- Director of Public Works may revise this Permit, per cause, such as when the applicant is not in compliance with the terms and conditions of the permit issued. Work to be completed within ten (10) days of issuance.
- Existing concrete roadways to be restored with concrete-depth-to-match existing and 1” diameter steel dowels at 18” intervals, plus 2” FABC top.
- Applicant must secure a separate permit for any sidewalk work through the Building Department.
- Major permits require a two-year maintenance bond.
- Where concrete is to be used, it is to be Class A.
- Contractor guarantees that the opening/trench shall be maintained within the maintenance period. In performing the final patching infra-red paving may be required for minor applications. Major applications will require resurfacing from curb-to-crown, or curb-to-curb, depending upon the location(s) of the trench(s).