

# Town of Rhinebeck Highway Department

119 Rhinecliff Road, Rhinebeck, NY 12572

845-876-6263

town.highway@rhinebeck-ny.gov

Barry Sherrod, Superintendent

Bob Wyant, Foreman

## APPLICATION TO PERMIT WORK ON A TOWN OF RHINEBECK ROAD

(All work other than driveway work)

Street address for frontage where permission to work is requested:

\_\_\_\_\_

Name of applicant: \_\_\_\_\_

Mailing address of applicant: \_\_\_\_\_

Phone numbers: (day) \_\_\_\_\_ (alt.) \_\_\_\_\_

Purpose of work to be performed: \_\_\_\_\_

\_\_\_\_\_

Dimensions of work area: \_\_\_\_\_

\_\_\_\_\_

Equipment to be used: \_\_\_\_\_

\_\_\_\_\_

Attached is a sketch of the proposed work, showing dimensions and including a depiction of existing utilities:  yes  no

Does this work require: zoning board approval?  yes  no  
planning board approval?  yes  no

What is the speed limit of the road on which work is requested? \_\_\_\_\_ mph

Date work is to begin: \_\_\_\_\_

Conditions: Applicant agrees to perform all work in strict compliance with any conditions set forth as a part of the permit, and in accordance with all provisions of the laws, statues and ordinances of the Town of Rhinebeck and any other applicable laws and regulations, and within the rules, regulations and guidelines of the Town of Rhinebeck Highway Department.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Permission to commence work granted: \_\_\_\_\_ Date: \_\_\_\_\_

Conditions: \_\_\_\_\_

## **APPLICATION TO PERMIT WORK ON A TOWN OF RHINEBECK ROAD**

(all work other than driveway work)

### **GUIDELINES**

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**Any person, firm, corporation, or other entity desiring to gain access to a Town road or perform work within or along a Town road must obtain a permit from the Town of Rhinebeck Highway Department.**

Written application for a permit must be submitted on the Department's application and submitted to the Highway Department at least two (2) weeks prior to the commencement of work unless an emergency condition is determined by the Highway Superintendent or Superintendent's representative.

Any required fees and a detailed site plan (showing the full dimensions of the proposed work and including the locations of utilities) and any other data required by the Highway Department must accompany the signed application. A work performance security deposit to guarantee that the work described within the permit will be completed as specified, may be required at the discretion of the Highway Superintendent or the Superintendent's representative. A certificate of insurance is required as a part of the permit application.

Permission to work may not be transferred.

It is mandatory that the applicant or applicant's representative contact "Dig Safely New York" at 1-800-962-7962 prior to beginning work.

Work area must be properly marked with barricades (and lighting if required) in accordance with NYS DOT safety guidelines. Work must be conducted in a manner that minimizes adverse impact to traffic on the Town road. Equipment and materials may not be stored on the Town road or in the Town's right-of-way. The Town road must be kept free from debris, including tools, equipment, earth, storm water, vehicles and construction materials at all times. The road must be clean and passable to traffic at all times.

The Town will be held harmless of any damages that may arise during work authorized by the permit, or by any reason thereof.

Work must be available for inspection by the Highway Department during normal business hours and at any time with 24 hours' notice to the permittee.

The Highway Superintendent reserves the right to restrict hours that work may take place due to traffic, safety, weather or any other condition.

The Highway Superintendent or the Superintendent's representative reserves the right to halt work, revoke, or cancel a permit at any time. If a permit is revoked, no lawful access to the Town road is granted.

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Applicant agrees to repair all damage to the town road using current best practices. This means using proper compaction of approved fill material, and using a NYS DOT approved hot-mix asphalt top surface properly compacted to not less than a 4" thickness.\* The Highway Superintendent or designated representative shall inspect the repaired road surface to insure compliance. If the repair does not meet approval standards, the Highway Superintendent shall notify the applicant in writing of the deficiencies to be corrected. Applicant shall correct any deficiencies within the next two business days. If the applicant fails to correct the noted deficiency within the allotted time period, the Highway Department shall correct it and charge the applicant for labor and materials used.

Applicant must notify the Highway Superintendent when the work has been completed.

The applicant agrees to defend any claim, suit, action, or judgment brought against the Town of Rhinebeck for any negligence, damages, or injuries relating to the permitted work. The Town reserves the right to select any counsel to represent it for the defense of any claim, suit or action arising with all fees and disbursements to paid by the applicant.

**\*Cold Patch** asphalt may be substituted only during winter months when asphalt plants are closed for the season, and only as a temporary measure. **It is the applicant's responsibility to complete the permanent repair, and notify the Highway Superintendent when the permanent repair is complete.** Repair shall be brought up to specification when hot-mix plants re-open in April. Permanent repairs shall be completed not later than April 30.

***I acknowledge that I have read and understand the above guidelines and agree to conduct all work in accordance with the guidelines and any other conditions that may be imposed by the Highway Superintendent or the Superintendent's representative.***

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Applicant's Signature

Applicant's Printed Name

Date

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