

THE BOROUGH OF ASPINWALL

217 COMMERCIAL AVENUE

ASPINWALL, PA 15215

412-781-9260

FAX: 412-781-9260

**STREET EXCAVATION/OPENING
PERMIT APPLICATION**

Application Type: Emergency Repair Maintenance Replacement Date of Application: _____

Applicant Name: _____ Phone Number: _____

Applicant Address: _____

Contact: _____ Phone Number: _____

Contractor Name: _____ Phone Number: _____

Contractor Address: _____

Contact: _____ Phone Number: _____

Name of Street to be Opened: _____

Location of Street Opening: _____

Nearest Intersecting Street: _____

Estimated Start Date: _____ Estimated Completion Date: _____

Size of Opening: _____

Detailed Description of Work: _____

No permit shall be issued by the Borough Manager which would allow an excavation or opening in a paved and improved street surface less than five years old unless the Applicant can demonstrate clearly that public health or safety require that the proposed work be permitted or unless an emergency condition exists.

By submitting this application, the Applicant (i) agrees to be bound by the provisions of the Ordinances, Specifications, and Regulations of the Borough governing openings in or under municipal streets and to such special conditions, restrictions and regulations as may be imposed by the Borough Manager; (ii) understands that permits may be revoked by the Borough Manager after notice to the Permittee in accordance with Section 21-102 of the Borough of Aspinwall Code of Ordinances, and (iii) agrees to save the Borough, its officers, employees and agents harmless from any and all costs, damages and liabilities which may accrue or be claimed to accrue by reason of any work performed under said permit.

Applicant's Signature & Date

Printed Name

FOR ADMINISTRATIVE USE ONLY

Plans Approved By: _____

Date Approved: _____

Deposit Information:

Permit Fee: _____
Deposit Amount: _____
Inspection Fee: _____
Total Due: _____

Bond Information:

Maintenance Bond: _____
Expiration: _____
Performance Bond: _____
Expiration: _____

**STREET EXCAVATION/OPENING
PERMIT CHECKLIST**

A street excavation/opening permit application will not be considered complete unless it includes the following items:

- Complete Application form
- Three copies of a plan showing the work to be performed
- Negotiated Contribution (*where necessary)

**If the Borough Manager finds that paving surfaces adjacent to the street openings may be damaged where trenches are made parallel to the street, or where a number of cross trenches are laid in proximity to one another, or where the equipment used may cause such damage, the Borough Manager may require negotiated contribution from the Permittee for the resurfacing in place of patching such street if the total area of the proposed patch or probably damaged area exceeds 25% of the total pavement surfacing between curb faces or between concrete gutter edges*

*A street excavation/opening Permittee **must submit** the below items to the Borough Manager **prior to the start of opening and excavation work:***

- Minimum Permit Fee (See Borough Council Fee Schedule)
- A deposit covering any additional costs borne by the Borough for restoration of the street surface removed or damaged by work performed under the permit (to be determined by the Borough Manager)
- Maintenance Bond
- Certificate of Insurance
- A list of owners and/or tenants and/or addresses of all properties abutting the area where the work authorized by the permit is to be performed
- Present evidence that all materials, labor, and equipment are available
- Present evidence that advance notification was provided to operators of underground facilities (OneCall)

*A street excavation/opening Permittee **must submit** the below items to the Borough Manager **prior to the start of backfilling and restoration work:***

- Inspection by Borough Engineer
- Performance Bond
- Obtain permission from Borough Manager or Borough Engineer for commencement of backfilling and restoration work
- Provide notice to Borough Manager re commencement and approximate time of commencement for backfilling and restoration work

The Application and plans will be reviewed and analyzed in comparison to the following regulations as stated more fully in Chapter 21 of the Borough of Aspinwall Code of Ordinances before being approved or denied:

Opening and Excavation:

- No opening or excavation in any street shall extend beyond the center line of the street before being backfilled and the surface of the street temporarily restored.
- Special permission of the Borough Manager is required for:
 - An opening measuring more than 250 feet longitudinally in any street at any one time.
 - Use of a mechanical device for the breaking of pavement, such as a hydra-hammer, headache ball, etc.
 - Completion of work any time other than between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday.
 - Remove or disturb monuments of concrete, iron or other lasting material set for the purpose of locating or preserving the lines of any street or property subdivision, or a precise survey reference point or a permanent survey benchmark with the Borough.
- All utility facilities shall be exposed sufficiently, or a definite location be determined ahead of trench excavation work to avoid damage to those facilities and to permit their relocation, if necessary.
- The Permittee shall protect pipe drains, pipe culverts, or other facilities encountered.
- When work performed by the Permittee interferes with the established drainage system of any street, provision shall be made by the Permittee to provide proper drainage.
- When any earth, gravel or other excavated material is caused to flow, roll or wash upon any street, the Permittee shall cause removal of same from the street within eight hours after deposit to permit safe flow of traffic.
- Every Permittee shall place around the project such barriers, barricades, lights, warning flags and danger signs as shall be determined by the Borough Manager to be necessary for the protection of the public. Additional safety requirements may be prescribed by the Borough Manager, and where applicable, shall be in conformance with the requirements set forth in 67 Pa. Code § 203.1 *et seq.* (dealing with work zone traffic control).
- The Permittee must provide access (i) to fire hydrants at all times and (ii) to private driveways except during working hours when construction operations prohibit provision of such access.
- Excavated materials shall be laid compactly along the side of the trench and kept trimmed up so as to cause as little inconvenience as possible to public travel. In order to expedite the flow of traffic or to abate dirt or dust nuisance, the Borough Manager may require the Permittee to provide toe boards or bins; and if the excavated area is muddy and causes inconvenience to pedestrians, temporary wooden plank walks shall be installed by the Permittee as directed by the Borough Manager. If the street is not wide enough to hold the excavated material without using part of the adjacent sidewalk, the Permittee shall keep a passageway at least 1/2 the sidewalk width open along such sidewalk line.
- In granting any permit, the Borough Manager may attach such conditions thereto as may be reasonably necessary to prevent damage to public or private property or to prevent the operation from being conducted in a manner hazardous to life or property or in a manner likely to create a nuisance. Such conditions may include but shall not be limited to: (i) limitations on the period of the year in which the work may be performed; (ii) restrictions as to the size, weight and type of equipment; (iii) designation of routes upon which materials may be transported; (iv) designation of the place and manner of disposal of excavated materials; (v) requirements as to the laying of dust, the cleaning of streets, the prevention of noise and other results offensive or injurious to the neighborhood, the general public or any portion thereof; and (vi) regulations as the use of streets in the course of work.

**In no case shall any opening made by a Permittee be considered in the charge or care of the Borough, or any of its officers or employees, and no officer or employee of the Borough is authorized in any way to take or assume any jurisdiction over any such opening, except in the exercise of police power, when it is necessary to protect life and property; provided, however, that the Borough assumes charge when making final surface restoration, unless Permittee has been granted permission to perform the work of restoration of the street surface.*

Backfilling and Restoration:

- All pavement cuts, opening and excavations shall be made properly and backfilled properly by the Permittee in accordance with Borough Specifications (set forth at the Appendix to Chapter 21 and Part 9 of Chapter 22). Unless the Permittee has been granted permission to restore the street surface, Permittee shall place a temporary surface on the pavement cut, opening or excavation in accordance with Borough Specifications. If the Permittee has been granted permission to restore the street surface but weather conditions are such as to prevent the completion of permanent restoration of the street surface at the time backfilling is completed, Permittee shall install a temporary surface in accordance with Borough Specifications until such time as weather conditions will permit permanent restoration.
- The Permittee must notify the Borough Manager within 48 hours of beginning and the approximate commencement time for (i) backfilling and (ii) restoration.
- No backfilling or restoration may begin until the Borough Manager is present or permission has been granted by the Borough Manager after inspection.
- The Borough shall complete final restoration unless the Borough has granted permission to the Permittee and in those cases, the paving surface and paving base must be performed according to Borough Specifications.
- Unless the provisions of Section 21-204 apply, the Permittee is required to complete permanent restoration of the street surface in accordance with Borough Specifications within 7 days after repairs and/or installation are completed.
- The Permittee is required to install and maintain a temporary surface in accordance with the Borough Specifications during: (i) the period between the completion of repairs and/or installation and the commencement of final restoration; and (ii) the periods during the actual work when workers do not require access to the excavation.
- Upon completion of all work accomplished under the provisions of a permit, the Permittee shall notify the Borough Manager in writing. A certificate of final inspection shall be issued by the Borough Manager to each Permittee no sooner than one year and not later than 18 months after the permanent restoration of the excavation has been made, providing the work authorized by the permit has been performed according to Borough Specifications.
- If any settlement in a restored area occurs within a period of two years from date of completion of the permanent restoration, and Permittee fails to make such correction after notification, any expense incurred by the Borough in correcting such settlement shall be paid by the Permittee or recovered from his bond, unless the Permittee submits proof satisfactory to the Borough Manager that the settlement was not due to defective backfilling.

See Chapter 21 of the Borough Code of Ordinances for additional details regarding the above requirements.