

CLINTON COUNTY HIGHWAY DEPARTMENT
736 Route 3
Plattsburgh, NY 12901

HIGHWAY WORK PERMIT APPLICATION FOR NON-UTILITY WORK

Application is hereby made for a highway work permit

FOR OFFICIAL USE ONLY

Name _____
 Address _____
 City _____ State: _____ Zip _____
 Phone No. (____) _____ Contact _____

Highway Work Permit No. _____
 Effective Date _____
 Requested Duration _____

Make Checks Payable to: Clinton County Treasurer

CHECK TYPE OF OPERATION	PERMIT FEE (NON-REFUNDABLE)	GUARANTEE DEPOSIT AMOUNT AND/OR BOND	CHECK AND/OR BOND NUMBER
1. Single job-Permit issued for each job			
<input type="checkbox"/> a. Driveway or roadway			
<input type="checkbox"/> Commercial - Minor	\$ 300		
<input type="checkbox"/> Commercial - Home Business	\$ 100		
<input type="checkbox"/> Commercial - Major (Less than 100,000 sq. feet Gross Building Area)	\$1,000		
<input type="checkbox"/> Commercial - Major (100,000 sq. feet Gross Building Area and Greater)	Actual cost with a minimum of \$2,000 paid upon submission of permit application.		
<input type="checkbox"/> Subdivision Street	\$ 900		
<input type="checkbox"/> Temporary access road or street	\$ 200		
<input type="checkbox"/> b. Improvement			
<input type="checkbox"/> Residential	\$ 50		
<input type="checkbox"/> Commercial	\$ 200		
Check additional description below:			
<input type="checkbox"/> Install sidewalk, curb paving, stabilized shoulder drainage, etc.			
<input type="checkbox"/> Grade, seed, improve land contour, clear land of brush, etc.			
<input type="checkbox"/> Resurface existing roadway or driveway			
<input type="checkbox"/> c. Tree Work			
Residential	\$ 50		
Commercial (not required for pruning if utility has annual maintenance permit)	\$ 50		
Check additional description below:			
<input type="checkbox"/> Removal or planting			
<input type="checkbox"/> Pruning, applying chemicals to stumps, etc.			
<input type="checkbox"/> d. Miscellaneous Construction			
<input type="checkbox"/> Beautifying ROW (Civic Groups only)	N/C		
<input type="checkbox"/> Temporary signs, banners	\$ 50		
<input type="checkbox"/> Traffic control signals	\$ 500		
<input type="checkbox"/> Warning and entrance signs	\$ 50		
<input type="checkbox"/> Miscellaneous - Requiring substantial review	\$ 400		
<input type="checkbox"/> Miscellaneous	\$ 50		
2. Miscellaneous	\$ 50		

Work may be described briefly as follows: _____

Location: _____

As the applicant, I fully understand all the terms, conditions and responsibilities of the Permittee as set forth in this application. I further understand that additional restrictions, regulations and obligations may be required in the final permit issued for this project and agree to adhere and comply with any additional requirements.

Applicant Signature _____ Date _____

Under the provisions of the Highway Law of Vehicle & Traffic Law permission is hereby granted to the Permittee to perform the work as set forth and represented in this application at the particular location or area, or over the routes as stated herein, if required; and pursuant to the conditions and regulations whether, general or special, and methods of performing work, if any; all of which are set forth in the application and form of this permit.

The permittee is responsible for the maintenance and protection of traffic. In addition, anyone working in the right-of-way is required to wear a hard hat and a reflective safety vest.

_____ Date

_____ County Superintendent of Highways

Important

This permit, with application & drawing (or copies thereof) attached shall be placed in the hands of the contractor before any work begins.

Permit is issued contingent upon local requirements being satisfied.

White-File, Canary-Road History, Pink- Applicant

RESPONSIBILITIES OF PERMITTEE

1. INSURANCE COVERAGE

Minimum insurance requirements are set out in the attached Schedule A titled "General Insurance Requirements, Clinton County, dated December, 2003." Additional insurance requirements may be mandated at the time of application review. The Permittee is responsible for insuring that all insurance requirements as directed by the County Superintendent of Highways are complied with.

Expiration of, or lack of, liability insurance automatically terminates the permit.

2. INDEMNIFICATION

To the fullest extent permitted by law, Contractor and any subcontractor shall indemnify and hold harmless the Owner, its Legislators, representatives, agents and employees from and against any and all claims, suits, liens, judgements, damages, losses and expenses, including legal fees and all court costs and liability (including statutory liability) arising in whole or in part and in any manner from injury and/or death of any person or damage to or loss of any property in connection with the performance of any work or any other act or omission by or for Contractor or Subcontractor, pursuant to any contract Purchase Order and/or related Proceed Order. For any such claims, suits, liens, judgements, damages, losses and expenses Contractor and any Subcontractor shall defend and bear all costs of defending any actions or proceedings brought against the Contractor or Subcontractor and/or Owner, its Legislators, representatives, agents and employees, arising in whole or in part out of any such acts, omission, breach or default. The foregoing indemnity shall include injury or death of any employee of the Contractor or Subcontractor and shall not be limited in any way by an amount or type of damage, compensation or benefits payable under any applicable workers compensation, disability benefits or other similar employees benefit act.

The Contractor and Subcontractor hereby expressly permits the General Contractor to pursue and assert claims against the Subcontractor for indemnity, contribution and common law negligence arising out of claims for damages for death and personal injury.

3. NOTIFICATIONS

- Notify the County Superintendent of Highways, one week prior to commencing work, except emergency work by public service utilities, which should be reported the next workday.
- Work must start within 30 days from the date of permit.
- Notify area gas distributors 72 hours prior to any blasting.
- Notify utility companies with facilities in work areas (permission must be obtained before doing work affecting utilities' facilities) before starting work in accordance with Industrial Code 53.
- Notify Clinton County Highway Department at conclusion of work.

4. SITE CARE AND RESTORATION

An Undertaking, a bond or certified check in an amount designated by the Clinton County Highway Department may be required by the Superintendent of Highways, before a permit is issued, to guarantee restoration of the site to its original condition. If the Department is obliged to restore the site to its original condition, the costs to the Department will be deducted from the amount of the Permittee's guarantee deposit at the conclusion of the work.

Anyone working within the right-of-way shall wear an approved reflective safety vest and hard hat.

5. SUBMITTING WORK PLANS

- The applicant will submit work plans and/or a map as required by the Department. This shall include, but not limited to, such details as measurements of driveways with relation to nearest property corner, positions of guys supporting poles and a schedule of the number of poles and feet of excavation necessary for completion of the work on the County right-of-way. A description of the proposed method of construction will be included.
- Plan work with future adjustments in mind, as any relocation, replacement or removal of the installation authorized by this permit and made necessary by future highway maintenance, reconstruction or new construction, will be the responsibility of the Permittee.
- Driveway plans should be prepared in accordance with the "POLICY AND STANDARDS FOR COMMERCIAL ENTRANCES TO COUNTY ROADS." The Permittee must coordinate his work with any County construction being conducted.

6. TRAFFIC MAINTENANCE

A plan detailing how the Permittee intends to maintain and protect traffic shall be submitted with work plans. Traffic shall be maintained on the highway in a safe manner during working and non-working hours until construction is completed. The Permittee is responsible for traffic protection and maintenance, including adequate use of signs, barriers, and flag persons during working and non-working hours until construction is completed.

All sketches will be stamped with "MAINTENANCE OF TRAFFIC SHALL BE IN CONFORMANCE WITH THE NEW YORK STATE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES."

7. COST OF INSPECTION AND SUPERVISION

Permits issued by the Department are subject to inspection and supervision fees as follows:

- A. Incidental inspections by the hour (portal to portal) at a rate of \$31.25 per hour.
- B. Major project inspections will be based on workdays consisting of a minimum of 4 hours and a maximum of 8 hours charged at \$250.00 per workday. However, inspections less than 4 hours will be charged at the hourly rate as stated in item "A" above.

8. SCOPE

A. Areas Covered

Permits issued are for highways, bridges and culverts over which the Clinton County Highway Department has jurisdiction. Local and State governments issue permits for their own jurisdiction.

B. Legal

The privilege granted by the permit does not authorize any infringement of federal, state or local laws or regulations, is limited to the extent of the authority of this Department in the premises and is transferable and assignable only with the written consent of the Superintendent of Highways.

C. Superintendent of Highways' Reservation

The Superintendent of Highways reserves the right to modify fees and to revoke or annul the permit at any time, at his discretion without a hearing or the necessity of showing cause.

D. Locations

Work locations must be approved by the Department.

9. COMPLETION OF PROJECT

Upon completion of the work within the County Highway right-of-way authorized by the work permit, the Permittee, and his/her or its successors in interest, shall be responsible for any future maintenance, repair or replacement for any such work authorized under this permit.

NOTICE: Before work is started and upon its completion, the Permittee must notify the County Superintendent of Highways.

Upon completion of work authorized, the following will be completed and signed by the Permittee and delivered to the Clinton County Highway Department.

Work authorized by this Permit was completed on _____.

Signature of Permittee

Work authorized by this Permit has been satisfactorily completed and is accepted.

Date

County Superintendent of Highways