

Date:.....

Permit No.....

TOWN OF ACTON

APPLICATION FOR PERMIT TO CONSTRUCT WITHIN A PUBLIC WAY

This application must be submitted not less than five (5) days prior to any Construction within a public way.

Notice 24 hours in advance of any construction must be given to the Town Engineer.

1. Applicant/Licensee:_____Address:_____

1A. Telephone #:_____ Email Address: _____

2. Location of Proposed Construction:_____

3. Purpose of Construction:_____

License Category (choose one) – see Rules & Regs for details:

1- New Driveway 2 -Minor Construction 3-Major Construction 4-Public Utility 5-Winter Construction

4. Length of Cut:_____ (feet). Width of Cut:_____ (feet). Total Area: _____ (sq.ft)

6. Width of Existing Pavement:_____ (feet)

7. Type of Existing Roadway Surface:_____ Type of Curb:_____

8. Type of Existing Sidewalk Surface:_____ Type of Shoulder:_____

9. Date of Construction: From:_____ (Expires December 15th; Work must commence within 90 days)

For Work involving Excavations 10. Dig Safe Number:_____

11. Drain Layer License #:_____

12. Land Disturbance Threshold certification. The proposed construction (check all that apply):

- Disturbs less than 1 acre of total area
- Disturbs less than 5,000 sq.ft of 1) impervious area and 2) areas with a 10% slope or greater
- Does not alter an existing stormwater drainage system serving 5,000 sq.ft of impervious area

I, the undersigned hereby declare that I have Read and Agree to the Town of Acton Specifications for Regulating Construction with Public Ways dated January 22, 2018. I have deposited the required bond with the Town of Acton and I covenant and agree that the Town may deduct from this amount the cost of repairs to the road surface, curbs, shoulders, walls or other features within the right-of-way including replacing bounds if not completed by me to the satisfaction of the Town Engineer within the specified time.

Signature of Applicant._____

Special Instructions (Internal Use):

Pavement PCI: _____ Current UC:_____ (\$/sq.ft) LCMC Fee:_____ (\$)

Pavement Year:_____ Infrared Required? (yes/no):_____ Moratorium Fee:_____ (\$)

Other Instructions:

Permit issued: Date.....By:.....

Application Denied: Date.....By:.....

Date:.....

Permit No.....

TOWN OF ACTON

CHECKLIST FOR PERMITS FOR CONSTRUCTION WITHIN A PUBLIC WAY

Items to be submitted with all permit applications:

- Completed Permit Application
- Plan showing the proposed construction
- Certificate of Insurance (see insurance requirements within rules & regulations)
- W-9 Tax Identification Form – Current Year

Additional documents to be submitted:

Type 1 – New Driveways

- Fee/Performance Bonds
 - o \$75 – Application/Inspection Fee
 - o \$1500 – Performance Guarantee (cash only)
- Land Disturbance Permit (if applicable)

Type 2 – Minor Construction

- Fee/Performance Bonds
 - o \$100 – Application/Inspection Fee
 - o \$5000 minimum – Performance Guarantee (cash or surety bond)
 - o Moratorium Fee & LCMC Fee – to be calculated by Engineering Department
- Land Disturbance Permit (if applicable)
- Drain Layer License

Type 3 – Major Construction

- Fee/Performance Bonds
 - o \$150 – Application/Inspection Fee (additional fee may be required)
 - o \$7500 minimum – Performance Guarantee (cash or surety bond)
 - o Moratorium Fee & LCMC fee – to be calculated by Engineering Department
- Land Disturbance Permit (if applicable)
- Drain Layer License

Type 4 – Public Utility Companies (Does not apply to third party contractors) – Contact Engineering

Type 5 – Winter Construction

- Fee/Performance Bonds
 - o \$175 – Application/Inspection Fee (additional fee may be required)
 - o \$7500 minimum – Performance Guarantee (cash or surety bond)
 - o Moratorium Fee & LCMC Fee – to be calculated by Engineering Department
- Land Disturbance Permit (if applicable)
- Drain Layer License