



TOWN OF SANDWICH

8 MAPLE STREET ~ PO BOX 194
SANDWICH, NEW HAMPSHIRE 03227
Office: 603.284.7701 / adminassist@sandwichnh.org

EXCAVATION PERMIT APPLICATION

Date: _____

Section I. Please fill-in the applicable information ensuring to provide contact information.

Name of Owner(s)/Applicant: _____

Property Location: (please include street number): _____

Property Map: _____ Lot Number: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Contractor: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Section II. Pursuant to RSA 231:184-186 and RSA 236:9-11, permission is requested to disturb

the ditches, shoulder, slopes or surface of _____
(Name of Road)

in the Town of Sandwich for the purpose of (describe project): _____

Section III. Procedures.

(Initial)

_____ I/we hereby agree to conform to the following instructions and regulations in regards to the performance of the work proposed under this request.

(Initial)

_____ I/we agree to any additional instructions issued by the Town of Sandwich, its Board of Selectmen, Road Agent, Compliance Officer or authorized representative during the process of the work. The Compliance Officer, Road Agent or Selectmen may conduct a site inspection.

A. Before you excavate, you must be authorized by DIG SAFE (1-888-344-7233) and / or other utility companies who do their own markings.

B. If possible, the pipe must be jacked or cored. Small pipes are to be laid in a sleeve. If the pavement has to be disturbed, it must be cut prior to excavating, except in the case of an emergency. **Minimum depth of any pipe crossing or running parallel to any roadway in the Town of Sandwich shall be five (5) feet. If you need to pass a culvert opening (inlet or outlet), the pipe must be placed four (4) feet below the bottom of the existing culvert. If drainage issues are created by cross-pipes, drains will be required.**

The pavement and base course material are to be hauled off and properly discarded. Excavation below sub-grade is to be saved and used as backfill in order to prevent differential frost heaving. After the completion of the installation, the disturbed area must be backfilled using excavation in layers, not to exceed six (6) inches, up to sub-grade. A warning ribbon or tape must be placed one (1) foot above the pipe. The base course shall be replaced as it was constructed. Do not exceed the depth of the existing base course. Crushed gravel is to be used only if one base course material is encountered. Each layer is to be thoroughly compacted to not less than 95% of AASHTO, Test T99 (Standard Proctor). State of New Hampshire D.O.T. specifications are to be followed as to the material and construction standards.

The pavement must be replaced under the direction of the Road Agent or his/her designee. Please notify the Road Agent or designee at least 24 hours prior to doing the patchwork. The patch depth shall equal the depth of the existing pavement. The edges of the pavement shall be trimmed, as needed, and prepared with emulsion, which is an asphalt bonding agent). Hot bituminous concrete (Hot top equal to material existing on roadway) must be used for all patching material unless otherwise stated.

C. Stonewalls, erosion stone or other unique areas, must be replaced to their original condition. Other earth areas will be loamed, fertilized, seeded and mulched.

D. During the duration of the project, a representative from your company shall be placed on call in order to provide the Town of Sandwich with an emergency contact for the purpose of dealing with any emergencies that may arise. If the individual is different from the contractor provided in Section 1, then please include his/her information in Section V. of this application.

E. Interruption of traffic must be kept to a minimum. Signs will be placed and maintained according to M.U.T.C.D. Standards. Properly trained and responsible flag persons must be used, as needed, to control traffic. The area must be protected at night with reflective barricades, cones, lights, signs, etc.

F. As-built plans will be provided to the Town of Sandwich identifying this project.

Section IV. Release of Liability Statement.

I/we, the owners or their authorized representative, agree to hold the Town of Sandwich harmless from any and all claims arising from the construction, maintenance, and operation of said item(s) described in this permit application and its appurtenances.

I/we, the owners or their authorized representative, agree to obtain permits from the Town of Sandwich before performing any future excavation for maintenance or renewal of said item(s) described in this permit or other appurtenances thereto within the Highway/Roadway limits.

I/we, the owners or their authorized representative, will be held responsible to repair the future settlement of the excavation described in this permit. It is understood and agreed that this permit is for the right of construction, occupancy, operation, and future maintenance of the said item(s) described in this permit and is by sufferance only with the Town of Sandwich. We reserve the right to require, in the event of future alterations of the roadway or right-of-way, certain alterations, relocations or complete removal of said item(s) described in this permit, and I/we, the owners or their authorized representative, agree to perform such work promptly and at our own expense. In addition, I/we, the owners or their authorized representative, hereby agree to assume such additional costs as the Town of Sandwich may incur, by reason of my/our failure to perform this work in a manner prescribed above, and I/we are aware with the penalty imposed by RSA 236:14.

I/we, the owners or their authorized representative, agree to the above:

(Print Name) (Signature) (Date)

(Print Name) (Signature) (Date)

Section V.

Emergency Contact (if other than the named contractor provided in Section 1)

Name: _____
Phone (Office): _____
Cell: _____

DIG SAFE Permit Number: _____ **Start Date:** _____

Town Contact Information:

Compliance Officer: Russ Johnson
8 Maple Street
(603) 707-7032 (cell)
(603) 284-7701 (office)
adminassist@sandwichnh.org

Road Agent: Ty Bryant
602 North Sandwich Road
(603) 284-6950 (Highway Garage)
(603) 520-1538 (cell)
highway@sandwichnh.org

TOWN USE ONLY

Administration:

- ___ Completed application
- ___ DIG SAFE Permit Number
- ___ Start Date Provided
- ___ Emergency Contact Information, if applicable
- ___ As-built Plans

Inspection:

- ___ Initial site inspection for application
- ___ Work-in-progress site inspection
- ___ Final site inspection upon completion of work

Notes:

Date of inspection: _____

Date of work-in-progress inspection: _____

Date of final site inspection: _____

Approval: _____ Date approved: _____ Date denied: _____

Road Agent/Compliance Officer/Selectman: _____

Sewer Commissioners (if applicable): _____