



**GENERAL RIGHT-OF-WAY
WORK PERMIT APPLICATION**
CITY OF POUGHKEEPSIE DEPT. OF PUBLIC WORKS
Phone: 845-451-4111 Fax: 845-451-4103
E-Mail: gmcgann@cityofpoughkeepsie.com

PERMIT # _____

FOR INTERNAL USE

DATE: _____

Requested Work Within a City of Poughkeepsie Right-Of-Way (Choose One):

1[] Temporary Dumpster 2[] Street/Sidewalk Closure (obstruction) 3[] R.O.W./Excavation/Utility

LOCATION: _____

(A separate application is required for each address/parcel or each cross street to cross street for roadside work.)

Description: _____

NAME: _____

ADDRESS: _____

PHONE #: _____

E-MAIL: _____

NEEDED FROM: _____

(DATE)

TO _____

(DATE)

I (applicant/permit holder) agree to comply with the following City requirements:

Liability Insurance: Evidence of general public liability insurance effective for the duration of the proposed work which names the permit holder and the City as additional named insured with a limit of liability not less than \$500,000.00. Copy of policy is attached [] or on file with the DPW []

Workers Compensation Coverage: State Law requires that before a municipality, department, board commission, or office issues any permit or license, the applicant must submit proof that he or she has obtained the required worker's compensation and disability benefits coverage, or that he or she is not required to provide coverage under these laws. Proof of coverage (C105.2 or U-26.3) is attached [] or on file with the DPW [].

1[] Temporary Dumpster Placement Fee:	\$50 per week	_____
2[] Street and/or Sidewalk Closure (obstruction) Fee:	\$100 per week or see conditions	_____
3[] R.O.W./Excavation/Utility Fee:*	\$100*	_____
(Plus all that applies below.)		
Cuts:		
[] First Cut to Pavement or Sidewalk	\$30	_____
[] Second Cut to Pavement or Sidewalk	\$100	_____
[] Third Cut plus to Pavement or Sidewalk	\$250	_____
[] Winter Surcharge (Nov.15 th – Mar.15 th)	\$250 (emergencies only)	_____
Pavement:		
[] 0-1 year surface age \$30 per Sq.Ft.	\$20 x _____ Sq.Ft.	_____
[] 1-5 year surface age \$15 per Sq.Ft.	\$15 x _____ Sq.Ft.	_____
[] 5-10 year surface age \$10 per Sq.Ft.	\$10 x _____ Sq.Ft.	_____
Water Tap:		
[] 3/4" to 1"	\$150	_____
[] 1-1/4" to 2"	\$275	_____
[] 3" to 19"	\$750	_____
[] 20" or greater	\$950	_____
[] New Overhead Utility Poles and Lines:	\$200	_____
[] New Overhead Lines	\$.50 x _____ Lin.Ft.	_____

***Security Deposit Required w/ R.O.W./Excavation/Utility:**

A separate check for \$1,000 or a bond is required.

TOTAL FEE: _____

Check # _____

Check # _____

SUBMITTED BY: _____

(SIGNATURE OF APPLICANT)

(PRINT)

APPROVED BY: _____

(SIGNATURE)

Date: _____

GENERAL CONDITIONS

Temporary Dumpster:

1. The dumpster must be at least ten (10) feet away from a fire hydrant and cannot block access to visible valve locations.
2. The dumpster shall not be placed in such a way that it blocks traffic.
3. Warning devices shall be used. Such as, but not limited to, reflective signs, cones, tape, etc.
4. No debris or trash shall be left on the street, sidewalk or area around the dumpster.
5. Repairs or reimbursement shall be made to the City of Poughkeepsie for any damage to City property including pavement, curbs, sidewalks, trees, utilities, grass area, etc.

Street and/or Sidewalk Closure (obstruction):

1. Proper work zone(s) shall be established including warning devices such as, but not limited to, reflective signs, barricades, cones, tape, etc.
2. Street closures (full and partial) shall be reported each day by calling 845-451-4111.
3. The duration of the sidewalks/roadway closure permit, or of any extension of such a permit previously granted, shall be determined at the time of application by agreement between the applicant and the Commissioner of Public Works, or his designee, based upon the nature and anticipated duration of the need for the permit. The fee for the entire duration of the permit shall be paid at the time of application or extension.

R.O.W./Excavation/Utility

1. Right-of-way (R.O.W.) uses include **occupancy by a private work crew** for purposes such as, but not limited to, underground services (water, sewer, electric, gas, etc.), tree clearing, trimming, aprons, sidewalks, etc.
2. Proper work zone(s) shall be established including warning devices such as, but not limited to, reflective signs, barricades, cones, tape, etc.
3. Street closures (full and partial) shall be reported each day by calling 845-451-4111.
4. **All excavations shall be maintained for a period of two (2) years following completion of the work.**

General Notes:

Exemptions shall include: Civic groups performing beautification or clean-up work that does not involve a dumpster; Temporary signs, banners, holiday decorations; General maintenance such as mowing, trimming, snow and ice clearing.

The City of Poughkeepsie shall be protected against any claims for public liability or property damage arising out of, or because of the issuance of this permit.

This permit may be revoked without warning in the event that any of the above conditions have not been met by the permit holder.

Additional Notes or Conditions: (Attach drawings, plans or sketch as required.)
