

Village of Greenport Building Department

236 Third Street, Greenport, New York, 11944 (631) 477-0248 Ext. 209 www.villageofgreenport.org

ROAD OPENING PERMIT APPLICATION

- Application for Road Opening Permit (3 pages - signed and notarized)

Any contractor, individual, corporation, privately owned utility, municipally owned utility, state agency, county agency or municipal agency is required to obtain a road opening permit from the Village of Greenport to perform any road opening or sidewalk opening work in the Village of Greenport.

- 1. A road opening permit shall be obtained from the Building Department, Village Administrator, Village Clerk, or the authorized representative of the Village Administrator not less than 48 hours prior to the commencement of work on the road or sidewalk.
- 2. **Liability insurance.** Any road opening permit application must be accompanied by proof of workers' compensation insurance and general liability insurance in the amount of not less than \$1,000,000, which general liability policy shall name the Village of Greenport as an additional insured and which shall provide coverage for any injury or damage to any person, property, and/or vehicle that may result from the road opening.
- 3. **Bond.** At the time of the issuance of a road opening permit, the applicant shall post a bond or certified check payable to the Village of Greenport with the Village Clerk in the amount of \$1,000 for a sidewalk opening and \$5,000 for a street opening; to insure the restoration of any site to its original or better condition. Where the road opening is measured to be greater than 25 feet, the restoration bond rate shall be \$200 per linear foot.
- 4. **Restoration.** All roads, curbs, sidewalks, grass mowing strips, grass areas and parks shall be restored to the specifications of the Village Administrator. In the event that the work is not satisfactory to the Village Administrator, the road opener shall forfeit the posted bond or certified check.
- 5. **Maintenance and protection of traffic.** Any road opener who commences work on Village roads or sidewalks will be responsible for the maintenance and protection of all vehicles and pedestrians with all flagmen, signage, safety devices and warning devices supplied by the road opener. The Village Administrator will be the individual to determine adequate maintenance and protection of traffic.
- 6. **Open excavation**. No excavation shall be left open overnight.

- 7. **Completion of work.** All road openings and restoration work shall proceed in a timely fashion. Road surfaces shall be restored within 48 hours of completion of work. All concrete curbs and sidewalks shall be restored within 96 hours of the completion of work. Grass areas shall be restored within one week of completion of work. The Village Administrator will be the individual to determine timely fashion. The Village Administrator may extend the above time limits for a reasonable period due to season of year, weather or other conditions.
- 8. **Curb cuts and driveway openings.** Any curb cut or driveway opening proposed in the Village of Greenport on to a street owned by the Village of Greenport will be considered a road opening and will be granted only upon the approval of the Greenport Village Planning Board and the Greenport Village Board of Trustees.
- *Concrete sidewalks. Any alterations to existing sidewalks will be considered a road opening. All alterations to existing sidewalks shall be done to the specifications of the Village Administrator.
 - Please note: The processing of an application begins following receipt of fees and all applicable forms & documents.



APPLICATION FOR ROAD OPENING PERMIT (1/3)

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Date of Application		Permit No	Rec	eipt No	
Approved by		Permit Fee: \$50	Bond Amour	nt:\$	
All information below is t	to be filled out by the ap	oplicant. A PERMIT M	UST BE OBTA	AINED BEFORE BE	EGINNING WOR
APPLICANT INFO	ORMATION:	-			
First Name	Last Name	Business Name, if applicable			
Mailing Address		City Town on V	:11	Chaha	
Mailing Address		City, Town or V	illage	State	Zip
Contact #	Fax #	E-Mail Address			
CONTACT DEDC	ONI (16 1166	A 1' ()			
The person to receive		Applicant)			
First Name	Last Name	Business Name, if applicable			
				· · · · · · · · · · · · · · · · · · ·	
Mailing Address		City, Town or V	illage	State	Zip
Contact #	Fax #	E-Mail Address			

APPLICATION FOR ROAD OPENING PERMIT(2/3)

Please describe in detail the project and/or special conditions, in the blank space below.

The proposed work will include: Please Check One ROAD WORK SIDEWALK WORK BOTH					
Location of Work Site:					
Road to be Opened:					
Cross Street(s):					
	2 22244044				
In Front of Premises Number:	Greenport, NY 11944				
Date Work is to Commence:					
Zuc II oli is to commence.					
Date Work is to be Completed:					

APPLICATION FOR ROAD OPENING PERMIT(3/3)

AFFIDAVIT

Village of Greenport)		
Town of Southold)		
County of Suffolk) ss		
State of New York)		
application, together we to be done on the described or not. I understand to Federal, State and Loc Permit Application are described work above against me. I understate Village Administrator, apply for any addition Greenport, Code Enfort permit. Any person control of the done of th	with the documents subscribed location of work er laws pertaining to the chat this permit will be cal rules and regulation e complied with. Any may result in the immediand that if the road and I will forfeit the posternal permits that may be coment, the Fire Marshummitting an offense again.	mitted, are true and site. I affirm that a see proposed work see issued and acceptus, and any addition violation of all appendix revocation of dor sidewalk are all bond or certified be necessary. No mal or the Fire Department of the provision of the side of the provision of the side of the provision of the side of th	f that the statements contained in the discomplete statements of proposed worth provisions of the Code of the Village of the liberary conditions that the provisions of the discount of the provisions of the codes, or deviations from the provisions of the premit & legal action may be take not restored to the specifications of the check. I understand I am responsible to the provision of the provision of the provision of this application and the provision of this permit, upon conviction, will be a York, punishable by a fine not exceeding
period, and \$2,500 for against any provision or responsible to the Villar remedy or cure of the costs incurred by the understand this affidate penalties.	r the third offense in a of this Article (Village of this Article (Village of the second of the seco	twelve-month pe of Greenport Code costs incurred by t plus an administr ineering, administ	r the second offense in a twelve-mont riod. Any person committing an offens Section 115-11 through 115-14) shall be the Village for the restoration, correction rative fee of 25% in addition to the actual rative and legal fees. I have read and above and acknowledge the potential
of			Applicant

Notary Public, Suffolk County, New York