



TOWN OF DOVER

COUNTY OF MORRIS
37 North Sussex Street, Dover N.J. 07801
(201) 366-2200

RIGHT OF WAY ENCROACHMENT PERMIT APPLICATION

FOR TOWN USE ONLY

For Action By : Town Engineer

Referred to Governing Body:

Application No.: _____

Date Filed: _____

Application Fees: _____

Cash / Bond Deposit: _____

Reviewed By: _____ Date: _____

Approved By: _____ Date: _____

Town Engineer

Town Administrator

APPLICANT

Applicant is:

Property Owner

Contractor Performing Work

Utility Company

Name: _____

Contact Person: _____

Address: _____ Email Address: _____

_____ Telephone Number: _____

24 Hour Emergency Tel. No.: _____

PROPERTY OWNER

Property Owner is:

Same as Applicant

Other Than Applicant

Permit Not Applicable to a Property

If property owner is other than the applicant, provide the following information on the property owner(s) if applicable:

Name of Property Owner: _____

Address: _____

Telephone Number: _____

LOCATION OF ENCROACHMENT

Location: _____

REASON FOR ENCROACHMENT

Explain in detail the exact nature of the encroachment(s) including purpose or reason (attach pages as needed):

DATES OF WORK

Anticipated Start Date: _____

Anticipated Completion Date: _____

MARK-OUT

As a condition of the permit to excavate, the applicant shall provide evidence the Underground Facility Protection Act, better known as the "One Call Law," has been adhered to by calling the One-Call Center (1-800-272-1000 or 811) and providing all the required information, not less than three (3) nor more than ten (10) business days before the start of any excavation, by providing the date and confirmation number given by the One Call Center. Work lasting more than 45 days from the date of the notifying the One Call Center will require additional One Call Notifications.

Date of call to One-Call-Center: _____

Confirmation No. provided: _____

R.O.W. ENCROACHMENT PERMIT APPLICATION (cont.)

SUBMITTALS

Chapter 337- Article II. requires that the following items are required to be submitted with your completed application form, depending on the type of Encroachment (attach pages as needed):

Item	Description	Submitted	
		Yes	No
For Encroachment			
in Pavement Area	Completed Sketch entitled, "Right of Way Encroachment – Trench in Pavement" and other information as may be required by the Town Engineer	<input type="checkbox"/>	<input type="checkbox"/>
outside of Pavement Area	Completed Sketch entitled, "Right of Way Encroachment – Trench Outside of Pavement" and other information as may be required by the Town Engineer	<input type="checkbox"/>	<input type="checkbox"/>
due to Sidewalk Repair, Replacement, or Install	Completed Sketch entitled, "Right of Way Encroachment – Sidewalk Repair, Replacement or Install" and other information as may be required by the Town Engineer	<input type="checkbox"/>	<input type="checkbox"/>
For Placing a PERMANENT Structure in the Right of Way	Details as may be required by the Town Engineer	<input type="checkbox"/>	<input type="checkbox"/>
For Placing a TEMPORARY Structure in the Right of Way	Details as may be required by the Town Engineer	<input type="checkbox"/>	<input type="checkbox"/>
For Other	Details as may be required by the Town Engineer	<input type="checkbox"/>	<input type="checkbox"/>

Fee, Bonds & Insurance

Item		Submitted	
		Yes	No
Application Fee	Amount \$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Performance Bond	Amount Cash: \$ _____ Amount Surety: \$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Certificates of Insurance <small>Note: Certificates <u>MUST</u> name the "Town of Dover" as "Additionally Insured"</small>	Workmen's Compensation and Employer's Liability Not less than \$500,000 per accident, or for disease \$100,000 per claim	<input type="checkbox"/>	<input type="checkbox"/>
	Public Personal Injury Liability Any one occurrence \$1,000,000 Annual Aggregate \$3,000,000	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability Per Occurrence Limit of..... \$1,000,000	<input type="checkbox"/>	<input type="checkbox"/>

CERTIFICATIONS

Applicant's Certification

I certify that the foregoing statements and the materials submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the corporation or that I am a general partner of the partnership applicant. Accompanying this application is the required Bond. The undersigned covenants and agrees that Article II – Right of Way Encroachment Permits and all other applicable Ordinances of the Town of Dover will be complied with if said permit is granted.

(If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

APPLICANT:

(Printed Name)

(Signature of Applicant)

Owner Certification (If Applicable)

I certify that I am the Owner of the property which is the subject of this application, and that I have authorized the applicant to make this application and that I agree to be bound by this application, the representations made and the decision in the same manner as if I were the applicant. I further certify that I am the individual Owner or that I am an Officer of the Corporate Owner and that I am authorized to sign the application for the Corporation or that I am a general partner of the partnership Owner.

(If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

OWNER:

(Printed Name)

(Signature of Owner)