

TOWN OF DOVER RIGHT OF WAY ENCROACHMENT PERMIT AGREEMENT

The Town of Dover, a municipal corporation of the State of New Jersey, hereinafter referred to as "Town", having its main office at 37 North Sussex Street in the Town of Dover, County of Morris and State of New Jersey and,

_____ hereinafter referred to as "Applicant", with

(Printed Name)

offices located at

(Printed Address: Street, City, State, Zip)

hereby agree pursuant to Chapter 337, STREETS AND SIDEWALK, Article II, Right of Way Encroachments and Permits, as follows:

THE CODE, SPECIFICATONS, INSPECTIONS AND DETAILS

This Permit is issued in accordance with The Code of the Town of Dover, Chapter 337, STREETS AND SIDEWALK, Article II, "Right of Way Encroachments and Permits" (the Code). The Code form this Agreement, and all are fully a part of the Agreement as if attached to this Agreement or repeated herein. The Permittee covenants that he has read the Code and will follow them, the "Specifications of the Town of Dover for Right of Way Encroachments" attached hereto, the "Right of Way Encroachment Engineering Department Required Inspections" attached hereto, and the "Town of Dover Standard Details" prepared by the Town Engineer attached hereto.

PROTECTION FROM SUITS

The APPLICANT shall defend indemnify, protect and save harmless the Town of Dover (Town) and its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of, any negligent act, error, or omission of the permittee, its agents, servants, and employees in the performance of the work covered by this permit.

PROTECTION OF TRAVELING PUBLIC

It shall be the duty of the APPLICANT to properly guard any excavation or storage piles by erection of suitable barriers by day and lights by night. Sufficient warning signs, and watchmen, and/or flag- men shall be posted at each end of the work area to control traffic, in accordance with the recommendations of the "Manual of Uniform Traffic Control Devices for Streets and Roadways", latest edition. Coordination of traffic control shall be made with the local police department, subject to the Town of Dover ordinances, regulations and procedures.

The APPLICANT shall be liable for any neglect to safeguard the traveling public. If the excavation extends the full width of the road, only one-half of it shall be made at one time and it shall be backfilled before the other half is excavated, so as to maintain traffic at all times. In any other case there shall at all times be maintained a vehicular lane.

Work shall be scheduled and executed to present a minimum of inconvenience to the public and reasonable, safe access shall be maintained to all adjacent residences and businesses at all times. Steel plates are to be used as a protection of openings maintained overnight in the traveled way, and then, only upon approval of the Town of Dover Engineer or his designated representative (Engineer).

WORK ON PRIVATE PROPERTY

The APPLICANT shall be responsible for arranging with adjacent property owners for the removal or relocation of shrubs, fences, structures, trees or embankments, etc., necessary for his construction, whether they are in the

Town of Dover right-of-way or on private property. The APPLICANT shall make all arrangements with utility companies for the location, relocation and protection of their installations. The APPLICANT shall save the Town harmless from any suits or claims by any person for damages to trees, shrubs, lawns, etc., caused by the APPLICANT's equipment, workmen or operation.

PROTECTION OF TREES

The APPLICANT will be held responsible for tree damage caused by careless handling of equipment when working along Town maintained roads. The Town of Dover Shade Tree Commission must approve the removal of and/or work done around shade trees in the Town right-of-way.

CERTIFICATE OF INSURANCE

The APPLICANT and its subcontractors shall provide to the Town of Dover, 37 N. Sussex St., Dover, New Jersey 07801, a Certificate of Insurance specifically naming the Town of Dover as "Additionally Insured", which meets or exceeds the following coverage and includes the following information:

- 1) Workmen's Compensation and Employer's Liability Insurance the Contractor shall take out and maintain during the life of this Contract adequate Workmen's Compensation and Employer's Liability Insurance for all employees employed in connection with the work, and in case any work is sublet, the Contractor shall require each Subcontractor similarly to provide Workmen's Compensation and Employer's Liability Insurance for the employees of the latter, unless such employees are covered by the protection afforded by the Contract. Employee's Liability insurance shall have limits not less than \$500,000 per accident, or for disease \$100,000 per claim.
- 2) Public personal injury liability and property damage liability, including contingent liability and contractual liability and independent contractors.
 - Any one occurrence\$1,000,000
 - Annual Aggregate\$3,000,000
- 3) Automobile Liability Insurance:
 - Per Occurrence Limit of\$1,000,000
- 4) The policy number and period.
- 5) A description of work for which the certificate covers.
- 6) Name and address of insured.

Individual property owners performing work along their property within the public right of way, but outside the Public Street, shall be exempt from providing a performance bond and Workmen's Compensation & Employer's Liability Insurance. They must however supply a Certificate of Insurance from their Homeowners Insurance policy naming the Town of Dover as "Additionally Insured".

SPECIFICATIONS TO BE USED

Pavement openings, excavating, backfilling and temporary and permanent repairs must be done in accordance with the "Specifications of the Town of Dover for Road Openings" included herein and made part of this Agreement. Permanent repairs shall not be made until approval has been given by the Town Engineer. No permanent paving is to be done between December 1 and April 1.

STORAGE OF MATERIAL

In connection with this work it shall be unlawful for any person or persons, firm or corporation to place or store material of any description whatsoever, or vehicles or other equipment of any nature whatsoever, upon any road or street so as to interfere with the flow of water along the gutters or to interfere with traffic on such road or street without first having obtained approval from the Town Engineer.

OPEN EXCAVATIONS

No excavation shall be opened for a distance of more than two hundred feet at any one time. All excavations shall be properly backfilled and all equipment shall be removed from the public right-of-way at the end of each day's work, and during periods of heavy traffic, and at such times as may be required for non-interference with snow removal, and at such times as may be directed by the Town Engineer or Chief of Police.

On all streets steel plates shall be used to facilitate traffic flow and to protect the excavation until backfill and temporary pavement is installed. Steel plates used to bridge a street opening shall be ramped to the elevation on the adjacent pavement and secured against movement in any direction. Temporary ramps shall be constructed of asphalt in accordance with details provided by the Town Engineer or his designee.

Unless an emergency exists, no work shall start before 8:00A.M. of each work day and all equipment and materials must be moved off the road and the road swept clean by 4:30P.M. The application of calcium chloride is not permitted. No work shall be permitted on Saturdays, Sundays, holidays, or when road is snow or ice covered, or after asphalt plants have stopped making stabilized base. Emergency road openings (gas or water leak, sewer stoppage, etc.) shall be reported to the Town of Dover Emergency Management Officer immediately and then to the Town Engineer on the next regular work day and all requirements met as required by him/them.

INSPECTION AND ACCEPTANCE

If, after notification or incorrect execution of work as required by this agreement and the Specifications of the Town of Dover for Right of Way Encroachment Permits, the APPLICANT fails to correct to the satisfaction of the Town Engineer all conditions which in the judgment of the Town Engineer are incorrect for ongoing work, a full or part time inspector may be assigned to the project. His services and all material inspection charges shall be paid for by the APPLICANT. Said charges are above and beyond fees required for the permit, which are meant to cover routine inspection. In such a case the applicant will be required to post a cash escrow with an amount equal to the estimated cost for the inspection, prior to proceeding with any additional work. Should the cost of inspection be anticipated at any time to exceed the amount remaining in the escrow account, the applicant shall immediately deposit a sufficient supplemental amount. Any unused portion of the said escrow account shall be refunded to the applicant as soon as practicable after final acceptance of the finished restoration by the Town Engineer.

If, after notification, the APPLICANT fails to correct to the satisfaction of the Town Engineer all conditions which in the judgment of the Town Engineer are incorrect, the Town of Dover will take or have taken by others necessary corrective action, the charges for same to be collected from the calling of the Guarantee. Such action will in no way relieve the APPLICANT of any or all responsibility and/or liability.

If it is necessary for the Town of Dover to pursue compliance before any court of law or administrative agency, the cost of same, including reasonable attorney's, shall be borne by the applicant.

FEES

Prior to being issued Individual Road Opening Permits, The APPLICANT shall furnish the required fee in an amount as indicated below:

Encroachment Type	Application Fee
Excavating or disturbing the Public Street portion of the public right-of-way	\$200.00
Erecting or maintaining any post, sign, pole, fence, scaffolding, guard-rail, wall, pipe, conduit, well casing, cable, wire, communication service equipment, or other facility or structure on, over, or under a public right-of-way, whether permanent or temporary, without excavating or disturbing the Public Street portion of the public right-of-way	\$150.00
Constructing, placing, or maintaining on, over, under, or within a public right-of-way, outside the limits of the Public Street, whether permanent or temporary, any pathway, sidewalk, driveway, or other surfacing; any culvert or other surface drainage or subsurface drainage facility; or any pipe, conduit, well casing, cable, wire, communication service equipment or facility, or cable	\$100.00
Planting any tree, shrub, grass, or other growing thing, whether permanent or temporary, within the public right-of-way	\$50.00
Constructing, placing, planting, or maintaining any structure, embankment, excavation, tree, or other object, whether permanent or temporary, adjacent to the public right-of-way which causes or may cause an encroachment	\$50.00

GUARANTEES

In order to assure that the work shall be performed in accordance with all requirements, specifications and regulations of the Town of Dover, Performance and Maintenance Guarantees shall be required.

Property owners performing sidewalk repair and/or replacement work shall be exempt from providing a Performance Guarantee, but shall be responsible for maintenance and repair of the work under the Town of Dover Property Maintenance Code.

At the time of execution of this Agreement the APPLICANT shall furnish a cash deposit equal to the estimated cost of restoration, but not less than five hundred dollars (\$500) as a Performance Guarantee. Utility Companies working under an annual guarantee (bond) are not required to post the cash deposit. Said Performance Guarantee shall cover the total amount of work anticipated over the time period of this Agreement and shall be adjusted at such times during the Agreement period to reflect any changes in the extent of work not initially anticipated. The APPLICANT shall submit a calculation to the Town Engineer for approval, showing the details of the Performance Guarantee determination.

After the final inspection and prior to acceptance of the work by the Town Engineer or his designee, the permittee shall post a Maintenance Guarantee equivalent to 15 percent of the value of the Performance Guarantee. The Maintenance Guarantee shall be for a period beginning on the date of the acceptance of the work by the Town Engineer or his designee and terminating:

- 1) Five (5) years later for an encroachment made within the pavement area, or
- 2) Three (3) years later for an encroachment made outside the pavement area.

Property owners performing sidewalk repair and/or replacement work shall be exempt from providing a Maintenance Guarantee, but shall be responsible for maintenance and repair of the work under the Town of Dover Property Maintenance Code.

If, in the judgment of the Town Engineer, any corrective work must be done during the specific guarantee period due to defects and/or failures, which are the result of defective materials and/or poor workmanship furnished by the APPLICANT, the APPLICANT shall, upon receipt of notice from the Town of Dover, complete such corrective work within such time as may be specified by the Town Engineer. Failure by the APPLICANT to comply with such request shall be cause for the Town to utilize the Performance Guarantee to perform the corrective work and to withhold approval on any pending and/or future applications by the APPLICANT until the corrective work has been completed to the satisfaction of the Town.

The decision of the Town shall be final on any and all work performed under the permit.

OTHER PERMITS

The issuance of a permit hereunder does not waive the obtaining of any or all Federal, State or County permits including environmental permits for stream encroachments or wetlands and Soil Erosion and Sedimentation Control Plan certification by the Morris County Soil Conservation District.

TIME PERIOD

Permits expire and become void, unless otherwise amended:

- 1) On the date specified on the permit as the expiration date,
- 2) Sixty (60) days after the start date, if no work has begun.
- 3) If the work is not diligently proceeding and there are delays of more than four (4) working days after the work has started, unless the delays are caused by weather or other circumstances beyond the permittee's control.
- 4) When the encroachment, including the trench restoration, is completed.

ENFORCEMENT

The Town Engineer or his designated representative, is charged with the enforcement of all the provisions of these rules and regulations and is the agent acting for the Town of Dover.

AS-BUILT PLAN

The Permittee shall be required to provide an "as-built" plan, showing the exact location of the encroachment as constructed. The "as-built" plan shall be submitted prior to the permit being closed out.

VIOLATIONS

- 1) Any person, firm or corporation violating any provision of this article shall be subject to one or more of the following: a fine outlined in the table below, a term of imprisonment not exceeding 90 days or a period of community service not exceeding 90 days. This shall be in addition to any other remedies available to the Town to enforce this article.

VIOLATIONS	ACTION / FINE
1. Working without a permit.	Notice of Violation, stop work, and apply and pay for the required permit followed by a \$750.00 Fine if non-compliant within 7 days
2. Encroachment without providing public notice.	Notice of Violation and stop work followed by a \$500.00 Fine if non-compliant within 2 days
3. Beginning a "Major Project" without having a pre-construction meeting.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
4. Violation of permit conditions.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
5. Improper site protection: improper plating, path of travel, barricading, etc.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
6. No permit on site.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
7. Improper trimming of trench.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
8. Any trench left open after the allowed work hours that is not backfilled and covered.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
9. Improper public notice: no notice sign, wrong information on sign/notice.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 1 day
10. Non-compliance with trench restoration requirements.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 7 days
11. Improper housekeeping: failure to remove spoil, dirty site, no sweeping, etc.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days
12. Other encroachment code violations.	Notice of Violation followed by a \$500.00 Fine if non-compliant within 2 days

The above fines, when assessed, may be deducted from the cash deposit required by §337-7.E.(1) of this section or will be paid by the applicant if there is not a cash deposit.

- 2) Suspension. Whenever the Town Engineer or his designee finds that a suspension of an encroachment permit is necessary to protect the public health or safety from imminent danger, the Town Engineer or his designee may immediately suspend any such permit pending a hearing for remedial action or revocation. The Town Engineer or his designee shall, within three (3) working days of the emergency suspension, give a written notice of such suspension to the permittee, by personal service or by first class mail, postage prepaid, to the last known address of the permittee. The permittee may, within fifteen (15) days after service of such a written notice of suspension, file with the Town of Dover Administrator a request for hearing regarding the suspension. The Town of Dover Administrator or his or her designee shall schedule a hearing on the suspension within five (5) working days of receipt of a request for hearing. If the Town of Dover Administrator or his or her designee, after the hearing, finds that the public health or safety

requires correction or alteration of any condition caused by, or existing on the site of the encroachment, he or she shall issue one or more of the following:

- A. An order to correct any particular noncompliance.
- B. A revocation of the encroachment permit.
- C. A continued suspension of the encroachment permit, until such time as the dangerous condition is corrected.
- D. A modification or reinstatement of the encroachment permit, with conditions as necessary to prevent harm to the public.

The Town of Dover Administrator or his or her designee shall, within ten (10) days of the hearing, render a written opinion, stating the findings upon which the decision is based, and the action taken. The decision of the Town of Dover Administrator or his or her designee shall be final, except a decision to revoke the permit which may be appealed to the Town of Dover Governing Body.

- 3) Revocation. The Town Engineer or his designee may recommend that the Town of Dover Administrator revoke a permit where he or she finds that:

- A. The permittee has violated any provision of this Code or conditions of the permit; or
- B. The permittee has failed to pay any required fees, or to post or maintain any bond or insurance required by this chapter; or
- C. The encroachment for which the permit was granted adversely affects the safety, capacity, or integrity of the Town of Dover's public right-of-way or increases the Town of Dover's liability exposure; or
- D. The encroachment is causing the Town of Dover to incur substantial additional maintenance costs; or
- E. Material misrepresentations, omissions, or inaccuracies were made in the application for the permit.

The Town Engineer or his designee shall give the permittee at least ten (10) days' written notice of a hearing before the Town of Dover Administrator or his or her designee on the proposed revocation of a permit issued pursuant to this chapter, setting forth the grounds for such action. If, after reviewing all evidence presented before or at the public hearing, the Town of Dover Administrator or his or her designee makes any one of the five findings set forth above, he or she may revoke the permit. The Town of Dover Administrator or his or her designee shall, within ten (10) days after the close of the hearing, render a written opinion, stating the findings upon which the decision is based, and the action taken. The decision of the Town of Dover Administrator or his or her designee may be appealed to the Town of Dover Governing Body.

MISCELLANEOUS

This Agreement is binding upon the parties hereto, its successors and assigns.

This Agreement encompasses the entire Agreement of the parties and any statements not contained herein are not part of this Agreement and shall not be binding upon either of the parties unless reduced to writing and added as an addendum to this Agreement.

Accepted this _____ Day of _____ 20____

For the Town of Dover:

By: _____ (Signature)

_____ (Printed Name)

Town Clerk

For the Applicant:

_____ (Firm or Corporation)

By: _____ (Signature)

_____ (Printed Name)

_____ (Printed Title)

SPECIFICATIONS OF THE TOWN OF DOVER
FOR RIGHT OF WAY ENCROACHMENTS

- 1) The New Jersey Department of Transportation Standard Specification for Road and Bridge Construction latest revision shall apply to all work, unless otherwise noted.
- 2) In general, manholes, valve boxes and similar structures shall be located outside of the traveled way, (both present and future). When this is not possible, the frames and covers for same shall be set 1/4 inch below the finished pavement surface; however, when pedestrian traffic is a consideration, they shall be set absolutely flush with the pavement.
- 3) Service connection valves shall be located behind the curb & within the Right-of-Way, but not within the sidewalk. When this is not possible and they must be placed in the sidewalk, they shall be set absolutely flush and only where approved by the Town Engineer.
- 4) Under no conditions shall any installation be made through any storm sewer, catch basin, culvert or bridge.
- 5) Stream crossings shall be at a distance from the centerline of the road to be determined by the Town Engineer in each instance. Encroachment application shall be secured from the New Jersey Department of Environmental Protection.
- 6) Curbs, gutters, French drains, catch basins, pipes or any other roadway installations that are removed, damaged or destroyed by the applicant or by his agents shall be replaced at the expense of the applicant, using new material as approved by the Town Engineer.
- 7) The use of any bucket with teeth in removing soil or other excavated material deposited on the pavement is forbidden. Only rubber tired equipment shall be permitted on Town roadways. Track type equipment is prohibited.
- 8) The applicant shall make all arrangements with adjacent property owners to remove shrubs, fences, trees or other obstructions when necessary for construction, whether they are on the Town of Dover Right-Of-Way or on private property. The applicant shall also make all arrangements with other utility companies for the necessary relocation of the latter's facilities.
- 9) Damage caused to any portion of the Right-of-Way, whether pavement, curb, sidewalk or unimproved area, shall be repaired to the satisfaction of the Town Engineer.
- 10) Excavation material.
 - A. Pavement shall be cut to a straight, neat, vertical line prior to excavation.
 - B. All excavated material shall be removed from the job site within twenty-four (24) hours. Any excavated material removed from the job for deposit within the Town of Dover will require a separate Soil Disturbance permit in accordance with Chapter 236, Article Vii of the Code of the Town of Dover.
 - C. Every trench must be backfilled and topped with temporary asphalt or covered by trench plates the same day. The Town of Dover may issue Notice of Violations or pursue any other legal remedy if the trenches are not properly covered or backfilled in a timely manner. Backfill must meet the requirements of the details provided by the Town Engineer or his designee.
- 11) Backfill.
 - A. Trenches shall be backfilled with in details provided by the Town Engineer or his designee.
 - B. When undermining occurs, remove existing pavement as required to properly compact the backfill and restore the pavement.
 - C. Compaction tests may be required at the direction of the Town Engineer or his designee, and shall be certified by an independent laboratory and submitted to the Town Engineer or his designee, who may require the contractor to recompact and retest until the test results show that proper compaction is being achieved.

12) Paving.

- A. Excavations shall be milled and paved for the entire lane(s) width of the excavation and/or disturbance for a minimum of twelve (12) inches beyond the limit of the excavation/disturbance, in accordance with details provided by the Town Engineer or his designee
To allow for proper placement of the new pavement section, damaged pavement outside of the original trench cut lines shall be removed by cutting in lines perpendicular to or parallel to the original trench lines. No diagonal cuts are to be made. Undamaged pavement of three (3) feet or less between two damaged areas shall also be removed.
- B. Excavations in concrete streets shall be repaved with concrete. The thickness of the new pavement shall be equal to the thickness of the existing pavement with the minimum thickness to be six (6) inches in the roadway. Steel reinforcing shall be provided in accordance with Town of Dover Standard Plans and Specifications.
- C. Trenches in streets shall be surfaced after properly backfilling with not less than 2 inches of Hot Mix Asphalt 9.5M64 Surface Course over 4 inches of Hot Mix Asphalt 19M64 Base Course over 4 inches of Dense Graded Aggregate Base Course.
- D. Final restoration by milling and paving shall be completed not sooner than 30 days, not later than 90 days from the time the entire trench is backfilled, unless delay is excused due to circumstances beyond the contractor's control, such as inclement weather.
- E. On all streets steel plates shall be used to facilitate traffic flow and to protect the excavation until backfill and temporary pavement is installed. Steel plates used to bridge a street opening shall be ramped to the elevation on the adjacent pavement and secured against movement in any direction. Temporary ramps shall be constructed of asphalt in accordance with details provided by the Town Engineer or his designee.
- F. All damaged pavement markings and striping shall be replaced and restored in accordance with details provided by the Town Engineer or his designee.

13) Defects.

- A. Depressed trench pavement shall be repaired in accordance with details provided by the Town Engineer or his designee
- B. Work not in compliance with the above requirements shall be rejected, removed, and redone by the permittee to the satisfaction of the Town Engineer or his designee.
- C. The owner of the facility/utility company is responsible for any roadway defects in the area over and adjacent to the trench appearing after the permittee restores the trench. The owner is responsible for maintenance, repair or reconstruction of the encroachment site's affected area until the Town of Dover releases the required Maintenance Bond.
- D. If there is a trench-related failure after the Town of Dover reconstructs, repaves, or resurfaces the street, the owner of the facility/utility company is responsible for its repair if the failure occurs within the Maintenance Bond period.
- E. When the Town of Dover determines that an encroachment or a defect is hazardous or constitutes a public nuisance or other imminent threat to public health, safety, or welfare, the Town Engineer or his designee may order the responsible party to remedy the condition immediately.
If the responsible party refuses or fails to make the needed repairs immediately, the Town of Dover will make the repairs and:
 - (1) The responsible party will be charged all the actual costs including administration, construction, consultant fees, equipment, inspection, notification, and remediation made necessary by the action or inaction of the permittee.
 - (2) The repair or restoration by the Town of Dover does not relieve the responsible party from liability for future pavement failures.
 - (3) If the responsible party fails or refuses to pay the restoration cost, the Town of Dover may use any legal means to recover the costs, including but not limited to property liens and/or court action.

RIGHT OF WAY ENCROACHMENT
ENGINEERING DEPARTMENT REQUIRED INSPECTION
100 PRINCETON AVE.
HOURS: 8:30am - 4:30pm MON.-FRI.
TEL. (973) 366-2200 Ext. 2115

A. Sanitary Sewer Lateral Installations

1	Prior to the start of construction, the Permit Holder must notify the Town Engineer ((973) 366-2200 Ext. 2115) 48 hours in advance of the actual start of construction	<input type="checkbox"/>
2	The Plumbing Subcode Official must be notified ((973)-366-2200 Ext. 2115) and the Rockaway Valley Regional Sewerage Authority (RVRSA) must be notified ((201) 263-1555) to <u>schedule</u> an inspection of the installed sewer lateral and its connection with the sewer main prior to backfilling.	<input type="checkbox"/>
3	During the installation of the lateral, the Plumbing Subcode Official and the Rockaway Valley Regional Sewerage Authority (RVRSA) inspector must be present to witness the installation of the sewer lateral and its connection with the sewer main prior to backfilling	<input type="checkbox"/>
4	The Town Engineer must be notified for an inspection of the trench after backfilling, but prior to any asphalt material placement.	<input type="checkbox"/>
5	The Town Engineer must be notified for an inspection upon completion of the placement of the temporary asphalt.	<input type="checkbox"/>
6	The Town Engineer must be notified for an inspection upon completion of the milling of the settled temporary asphalt, but prior to the placement of the final asphalt.	<input type="checkbox"/>
7	The Town Engineer must be notified for a Final Inspection after the completed installation of the final asphalt and prior to the release of the Performance Guarantee.	<input type="checkbox"/>
8	The Town Engineer must be notified for an end of maintenance period Final Inspection prior to the release of the Maintenance Guarantee.	<input type="checkbox"/>

B. Water Lateral Installations

1	The Plumbing Subcode Official must be notified ((973)-366-2200 Ext. 2115 and the Town of Dover Water Department must be notified ((973) 366-2200 Ext. 3132) to <u>schedule</u> an inspection of the installed water lateral and its connection with the water main prior to backfilling.	<input type="checkbox"/>
2	The Plumbing Subcode Official must be notified ((973)-366-2200 Ext. 2115 and the Town of Dover Water Department must be notified ((973) 366-2200 Ext. 3132) to <u>schedule</u> an inspection of the installed water lateral and its connection with the water main prior to backfilling.	<input type="checkbox"/>
3	During the installation of the lateral, the Plumbing Subcode Official and the Town of Dover Water Department inspector must be present to witness the installation of the water lateral and its connection with the water main prior to backfilling.	<input type="checkbox"/>
4	The Town Engineer must be notified for an inspection of the trench after backfilling, but prior to any asphalt material placement.	<input type="checkbox"/>
5	The Town Engineer must be notified for an inspection upon completion of the placement of the temporary asphalt.	<input type="checkbox"/>
6	The Town Engineer must be notified for an inspection upon completion of the milling of the settled temporary asphalt, but prior to the placement of the final asphalt	<input type="checkbox"/>
7	The Town Engineer must be notified for a Final Inspection after the completed installation of the final asphalt and prior to the release of the Performance Guarantee	<input type="checkbox"/>
8	The Town Engineer must be notified for an end of maintenance period Final Inspection prior to the release of the Maintenance Guarantee.	<input type="checkbox"/>

C. Sidewalk Installations

1	Prior to the start of construction, the Permit Holder must notify the Town Engineer ((973) 366-2200 Ext. 2115) 48 hours in advance of the actual start of construction.	<input type="checkbox"/>
2	After the forms have been set, the DGA base material is installed and compacted, but prior to the pouring of concrete, the Town Engineer must be notified for an inspection.	<input type="checkbox"/>
3	After the completion of the pour, the installation of joint material and the finishing of the surface, and the restoration of adjacent disturbed areas, the Town Engineer must be notified for a Final Inspection prior to the release of the Performance Guarantee.	<input type="checkbox"/>
4	The Town Engineer must be notified for an end of maintenance period Final Inspection prior to the release of the Maintenance Guarantee.	<input type="checkbox"/>

D. Other Encroachments Involving Excavations

1	Prior to the start of construction, the Permit Holder must notify the Town Engineer ((973) 366-2200 Ext. 2115) 48 hours in advance of the actual start of construction.	<input type="checkbox"/>
2	If the excavation is in the roadbed (paved area), steps 4 through 6 under "Water Lateral Installation" above shall be followed	<input type="checkbox"/>
3	If the excavation is outside the roadbed (paved area) and involves the removal and replacement of existing sidewalk, steps 2 and 3 under "Sidewalk Installations" above shall be followed.	<input type="checkbox"/>
4	For all Encroachments involving excavations other than 2 and 3 above, the Town Engineer must be notified for an inspection of the excavation prior to backfilling.	<input type="checkbox"/>
5	For all Encroachments involving excavations other than 2 and 3 above, the Town Engineer must be notified for a Final Inspection of the completed restoration and prior to the release of the Performance Guarantee.	<input type="checkbox"/>
6	The Town Engineer must be notified for an end of maintenance period Final Inspection prior to the release of the Maintenance Guarantee.	<input type="checkbox"/>

E. Other Encroachments NOT Involving Excavations

1	Prior to the start of construction, the Permit Holder must notify the Town Engineer ((973) 366-2200 Ext. 2115) 48 hours in advance of the actual start of construction.	<input type="checkbox"/>
2	The Town Engineer shall provide instructions on required interim and/or final inspections and prior to the release of the Performance Guarantee	<input type="checkbox"/>
3	The Town Engineer must be notified for an end of maintenance period Final Inspection prior to the release of the Maintenance Guarantee.	<input type="checkbox"/>