

RIGHT OF WAY (ROW) OPENING PERMITS TERMS AND CONDITIONS

GENERAL

1. To work within the City of Asbury Park Right of Way (ROW) requires a valid ROW Permit from the City Manager or his/her designee. **There will be a \$250 penalty for all non-emergency street openings without a valid permit.**
2. Work described in the permit must undergo final pavement repair within sixty (60) days of the permit, or the moratorium start date, whichever is sooner. **PERMIT EXPIRES SIXTY (60) DAYS AFTER ISSUANCE**, unless the applicant requests permit extension. Applicant can request up to one (1) 30-day permit extension. No extension will be granted which allows permits to expire past the street opening moratorium date.
3. Only emergency ROW opening permit shall be issued for any street less than five (5) years old. **A CITYWIDE MORATORIUM for street openings begins on November 15th of each year, and ends on January 15th of the following year.**
4. The applicant warrants the street opening repair for a period of one (1) year from the date of final inspection and acceptance.
5. All emergency permits must be RECEIVED by the City of Asbury Park within seventy-two (72) hours of ROW opening. **Failure to submit permit within required timeframe will result in a \$100 penalty for each street opening.**
6. The applicant shall call (732) 775-2100, Engineering Department, at least 48 hours in advance to provide and assure an inspection by the City. The work not inspected by the City will not be approved for acceptance, and the deposit will not be reimbursed.

INSPECTIONS & PERMIT FEES

Fee Schedule (for use in determining permit fees and deposit)

Type of work within City ROW	Size of Opening	Permit Fee (A)	Inspection Fee (B)	Total Application Fee* (C) = (A) + (B)	Cash Deposit (D) **
Street Opening	20 sq. ft. (or less)	\$60.00	\$25.00	\$85.00	\$400.00
Street Opening	Over 20 sq.ft.	\$60.00 + \$1.50 (for each additional sq.ft. of opening)	\$25.00 + \$10.00 (for each additional 20 square feet of opening)	(varies)	\$400.00 + \$20.00 (for each add'l sq. ft. of opening)
Sidewalks, and Driveway Aprons	Any size	\$35.00	---	\$35.00	N/A
Curbs (Concrete /Slate)	Any size	\$35.00	N/A	\$35.00	N/A

* Any Zoning Permit fee required for sidewalks, curbs, and driveway aprons will be deducted from the Total Permit Fee (C) permit application fee. Permit Fee is non-refundable.

** If applicant wants to post Performance Bond. Bond must be at least 2X cash deposit. **Utility companies must post \$10,000 refundable cash deposit, and \$90,000 bond. \$10,000 cash is designated for any pavement repairs which are not remedied by utilities within thirty (30) days of notification from the City. The deposit must be made payable to City of Asbury Park. Bonds must identify City of Asbury Park as the obligee. The Deposit or Bond shall remain with the City for at least one year from the date the work is deemed satisfactory and accepted by the City (TWO YEAR BOND required for tunneling or boring operation).**

Type of work within City ROW	Length of Closure	Permit Fee (A)	Inspection Fee (B)	Total Application Fee (C) = (A) + (B)	Cash Deposit (D) *
Full Sidewalk Closures	30 days (or less)	\$ 100.00	N/A	\$100.00	\$1000.00
Full Sidewalk Closures	Over 30 days	\$100.00 + \$100.00 (for each additional 30 day period)	N/A	(varies)	\$1000.00
Partial Sidewalk Closures	Any period	\$ 100.00	N/A	\$100.00	\$1000.00

* If applicant was to post Performance Bond. Bond must be at least 2X cash deposit.

PAVEMENT RESTORATION STANDARD GUIDELINES

7. Guidelines are as follows:
 - 7.1. Minimum trench width shall be 24" + pipe outside diameter. Trench shall be dry.
 - 7.2. Under extreme conditions (e.g. utility conflicts), the City Engineer will require installation of a concrete cradle to support utility.
 - 7.3. Backfill must be moist sand or gravel (per NJDOT requirements) as approved by City Engineer.
 - 7.4. Backfill to be installed in twelve inch (12") loose lifts, and compacted to minimum 95% maximum density.
 - 7.5. Install dense graded aggregate to a compacted six inch (6") depth.
 - 7.6. Install tack coat along all seams (base course and top course) to ensure bond between old and new asphalt. All edges between old and new asphalt **MUST** be saw cut to ensure straight rectangular edge.
 - 7.7. Install base course bituminous concrete – HMA Mix I-2 to a compacted six inch (6") depth.
 - 7.8. Install surface course bituminous concrete – HMA Mix I-5 to a compacted two (2") depth. Width of surface course must be 24" more than trench width (12" beyond trench on each side).
 - 7.9. If future settlement is observed by the City Engineer, the Contractor shall return and mill the restored pavement surface to a depth of two inches (2") HMA Mix I-5, and restore to finish surface elevation.
 - 7.10. Any damage to roadway while construction is in progress outside trench is contractor's responsibility, unless such damage is brought to City Engineer's attention prior to the start of work. Grooves, cracks, and teeth marks in pavement will have to be repaired. **NO EXCEPTIONS.**
 - 7.11. Temporary base repair must not be mounded more than ½" maximum above roadway for settlement. Temporary base must be milled to allow 2" depth of I-5 surface course. No skim coat will be allowed for surface course.
 - 7.12. Any new roads paved, or any roads in pristine condition, as determined by the City Engineer, will require infrared pavement repair to surface course.
8. City details for sanitary sewer connections, trench repair, sidewalks, driveway aprons, concrete curbs available upon request

TRAFFIC CONTROL

9. All traffic control plan must comply with the latest edition of New Jersey Department of Transportation Specifications for Roads and Bridges, Sections 617.09 and 617.10. Traffic control plan must also comply with the Manual of Uniform Traffic Control Device, Part 6.
10. Police Officer will be required when operation exceeds 25% of cart way width (curb to curb) on the following roads (Sunset Avenue, Asbury Avenue, Springwood Avenue, Grand Avenue, Ridge Avenue, Memorial Avenue, Third Avenue, and Fourth Avenue).
11. Applicant required to contact Asbury Park Police Department, 732-502-5970, at least 48 hours in advance of opening to schedule traffic protection (if determined by Police).

STATE LAW REQUIRES EACH APPLICANT TO CALL THE PHONE NUMBER BELOW FOR UTILITY LOCATIONS
CALL BEFORE YOU DIG (800) 272-1000 FOR UTILITY LOCATIONS
CALL ASBURY PARK SEWER PLANT AT 732-774-5131 FOR ALL STORM AND SANITARY SEWER MARKOUTS