

NOTE:

This form can be filled out on-line and signed electronically. The completed form should be e-mailed to David Ford at dford@villageofhoneoyefalls.org.

Alternatively, the form can be printed and mailed to:

David Ford
Department of Public Works
100 Ulrich Lane
Honeoye Falls, NY 14472

If you have any questions, please phone:
David Ford at 303-4901
Brian Anderson at 303-4900,
DPW at 624-3620

PERMIT FEE \$50.00



Office Use Only

Date of Application: _____

Fee Amount: _____

Permit Number: _____

VILLAGE APPLICATION FOR STORM OR SANITARY WORK AND ALL WORK WITHIN ROW

PROPERTY ADDRESS: _____

INSTRUCTIONS FOR RIGHT OF WAY PERMIT APPLICATION

All work shall be done under the supervision and in accordance with directions of the inspector designated by the Superintendent. A charge will be made for this inspection, to be paid when the permit is issued. If in the accounts kept by the Village, costs of supervision are found to be exceedingly high, the village reserves the right to bill the permittee for actual expenses incurred by the supervision and inspection of the permittee's project. Work covered under this permit shall be completed within the time period specified above, said time period beginning upon date of issuance of this permit.

If work is not completed within the allotted time, the applicant must apply for permit renewal.

Contractor or homeowner must have permit with them during any construction. Additional permits **may be** required for State or County roads.

New York State Roads (call 586-4514): North Main St., Ontario St., Monroe St.

Monroe County Roads (call 760-7730): East St., West Main St., Maplewood Ave.

THE APPLICANT MUST CALL DIG SAFE NY FOR A STAKEOUT BEFORE ANY WORK IS PERFORMED (dial 811).

PERMIT TYPE:

ANNUAL _____

Effective Year: _____

NEW _____

RENEWAL _____

Permit Duration: ☐ 8 mo ☐ 3 mo ☐ Other _____

PROPERTY OWNER:

APPLICANT:

ADDRESS: _____

TELEPHONE: _____ Cell: _____ E-mail: _____

24 HR EMERGENCY CONTACT PHONE NO.: _____ Fax: _____

CONTRACTOR: _____

ADDRESS: _____

TELEPHONE: _____ Cell: _____ E-mail: _____

24 HR EMERGENCY CONTACT PHONE NO.: _____ Fax: _____

Liability Insurance Certificate Received: _____

Worker's Compensation Insurance Received: _____

DESCRIPTION OF WORK: (if annual permit describe general nature of work)

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LOCATION OF WORK: (not applicable for annual permit)

ADDRESS: _____	
_____ feet _____ N _____ S _____ E _____ W from center of road, and _____ feet _____ N _____ S _____ E _____ W from _____	Street Side: _____ N _____ S _____ E _____ W

DEPARTMENT APPROVALS:

	Required	Review Date	Approved	App. w/ conditions
Village Clerk	_____	_____	_____	_____
Planning	_____	_____	_____	_____
Highway Superintendent	_____	_____	_____	_____

GENERAL CONDITIONS

- All maintenance and protection of traffic shall be in complete accord with the New York State Manual of Uniform Traffic Control Devices.
- All materials used within the Right of Way (ROW) shall comply with the latest New York State Department of Transportation (NYSDOT) Standard Specifications, including any amendments, and the latest Village of Honeoye Falls (Village) Minimum Design Specifications.
- All disturbed areas within the ROW shall be restored to their original condition on a schedule to be approved by the Village Highway Superintendent.
- All utilities and facilities in the area of the work are to be located, protected and (if disturbed or damage) repaired by the permit-holder. All land monuments and property marks shall be carefully protected from disturbances of any nature.
- Applicant certifies all persons concerned with the actual work under that permit are duly covered by Worker's Compensation Insurance, and the Village shall be held harmless on account thereof.
- Equipment with chains, steel tracks, armored tires, lugs, etc shall not be permitted on the pavement area.
- It is required that the owner (utility company, developer, homeowner) of the facility to be installed within the Village ROW must sign the permit as the applicant. Except as permitted by the Village Highway Superintendent, contractors will not be allowed to sign the permit as applicant.

- Minimum depth of cover of all pipe shall be 48 inches, unless otherwise approved by the Village Highway Superintendent or representative.
- Temporary pavement must be immediately placed in all road cuts until weather conditions permit permanent pavement restoration, and the permittee must maintain the road cut (temporary and permanent) until the road is overlaid.
- The highway must be kept clean of mud, dirt and other debris at all times.
- No asphalt may be placed over sidewalks.
- The burden of proof as to the prior condition of the work area is upon the applicant, not the Village. Applicant should take pictures, video or other such measures to document the condition of the area prior to the work. Pictures and video should show house, house numbers, street signs, etc. to prove location of documentation.
- The Village Highway Superintendent reserves the right to, at any time, revoke or annul this permit should the applicant fail to comply with the terms and conditions upon which it is granted.
- The applicant agrees to hold the Village harmless on account of damages of any kind which may arise or occur as a result of the work authorized by this permit, either during the progress of same or within a period of five years from the date of completion, and to defend, at said applicant's own expense, any and all actions instituted against the Village to recover such damages.
- The Village will notify the applicant, within a reasonable time, if changes shall be required in the proposed work covered by this permit, and the applicant shall make such necessary changes at the applicant's own expense within the time specified in the notice. If future Village projects necessitate the use of the ROW occupied by the owner's facility, the facilities must be relocated at the owner's expense.
- The permittee must notify the Underground Facilities Protective Organization (UFPO) at 1-800-962-7962 at least 48 hours before the start of any work.
- The person in charge of the work covered by this permit shall have the permit and the approved plans and sketches in possession on the job at all times.
- The permit shall not be assigned or transferred without the written consent of the Village Highway Superintendent.
- When boring under a roadway, the point of driving shall not be less than four (4) feet from the edge of the paved surface. Such crossover pipes shall, whenever possible, be enclosed in sleeves or larger pipes so that repairs or replacements may be made in the future without any further disturbance to the roadway pavement.
- Work at all locations shall be approved by an authorized representative of the Village Department of Public Works.
- For annual permits – Notification form to work within the Village ROW must be received by FAX or mail at least five (5) business days prior to starting the work. Work must be suspended if so directed by the Village Highway Superintendent or designee

CERTIFICATION

I hereby certify that I am the Property Owner and I am duly authorized to make and file this application; and that all statements contained in this application are true to the best of my knowledge and belief; and that the work will be performed in the manner set forth in this application and the plans and information filed herewith.

Application is hereby made to the Village of Honeoye Falls for the issuance of a Right Of Way Permit, pursuant to the Village Code of the Village of Honeoye Falls. The applicant agrees to comply with all applicable laws, ordinances and regulations.

Signature: _____ Date: _____

Make checks payable to: Village of Honeoye Falls Mail or deliver to: 5 East Street, Honeoye Falls, NY 14472

Permit is granted in accordance with the SPECIAL CONDITIONS, attached. In consideration of granting this permit, the signed applicant above is subject to all methods, conditions and restrictions listed on the back of this form and all special conditions attached to this form.

RIGHT OF WAY PERMIT () Approved () Denied

Date: _____ By: _____

Highway Superintendent

SPECIAL CONDITIONS

RIGHT OF WAY PERMIT

(this page needs to accompany application when submitted to Village of Honeoye Falls)

Applicant must comply with all checked and written conditions:

- ☐ All work must be done in accordance with approved plans.
- ☐ Prior to beginning work, the permittee or their representative must schedule a meeting with Public Works Director or representative to develop and implement a worker and traffic protection plan. All traffic control and warning signs will be in place according to NYS-MUTCD 17(B) before work begins.
- ☐ Work shall comply with attached Village of Honeoye Falls Standards Sheet(s) and specifications:
 - ☐ Typical Sanitary Lateral Detail (S-1)
 - ☐ Typical Storm Sewer Detail (S-2)
 - ☐ Sanitary Main Detail (S-3)
 - ☐ Pavement Trench Restoration Detail (H-1)
 - ☐ Typical Sidewalk Detail (H-2)
 - ☐ Driveway Detail (H-3)
 - ☐ Other
- ☐ Sewer laterals/mains must be inspected by the Village of Honeoye Falls prior to any backfill put in place. 24 hour notice for an inspection must be given to the DPW (624-3620).
- ☐ Lateral tap wye must be approved before installation.
- ☐ NYSDOT Permit needed 586-4514
- ☐ MCDOT Permit needed 760-7730
- ☐ Right of Way to be restored to its' original condition within 60 days from completion of work.
- ☐ As-Built drawings to be furnished to the Village of Honeoye Falls upon completion.
- ☐ OTHER CONDITIONS:

VILLAGE OF HONEOYE FALLS UTILITY CONTACTS

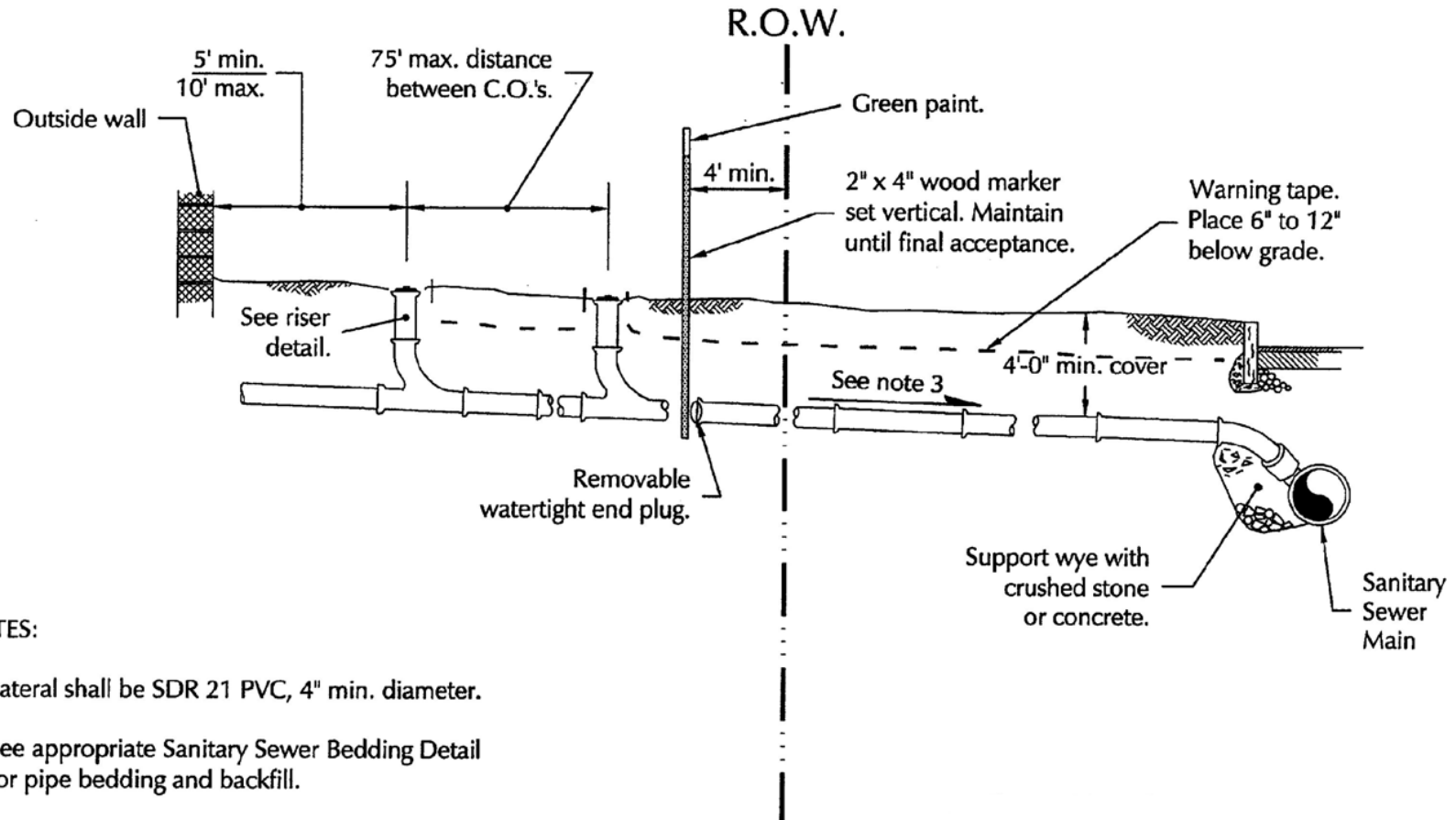
VILLAGE OF HONEOYE FALLS DPW	624-3620
VILLAGE OFFICE	624-1711
ELECTRIC – National Grid	1-800-932-0301
GAS – National Fuel	1-800-444-3130
WATER – Monroe County Water Authority	442-2000
TELEPHONE – Frontier	777-1611
MCDOT – Additional Permits for work in ROW on these streets: East St. W. Main St. Maplewood Ave.	753-7710
NYSDOT – Additional Permits for work in ROW on these streets: Ontario St. N. Main St. Monroe St.	586-4514
UFPO – BEFORE YOU DIG	811

STANDARD SHEET

Sanitary Sewer Building Lateral

(N.T.S.)

S-1



NOTES:

- 1) Lateral shall be SDR 21 PVC, 4" min. diameter.
- 2) See appropriate Sanitary Sewer Bedding Detail for pipe bedding and backfill.
- 3) Pipe slope:
4" dia. - 1/4" per foot, min.
6" dia. - 1/8" per foot, min.

S-2



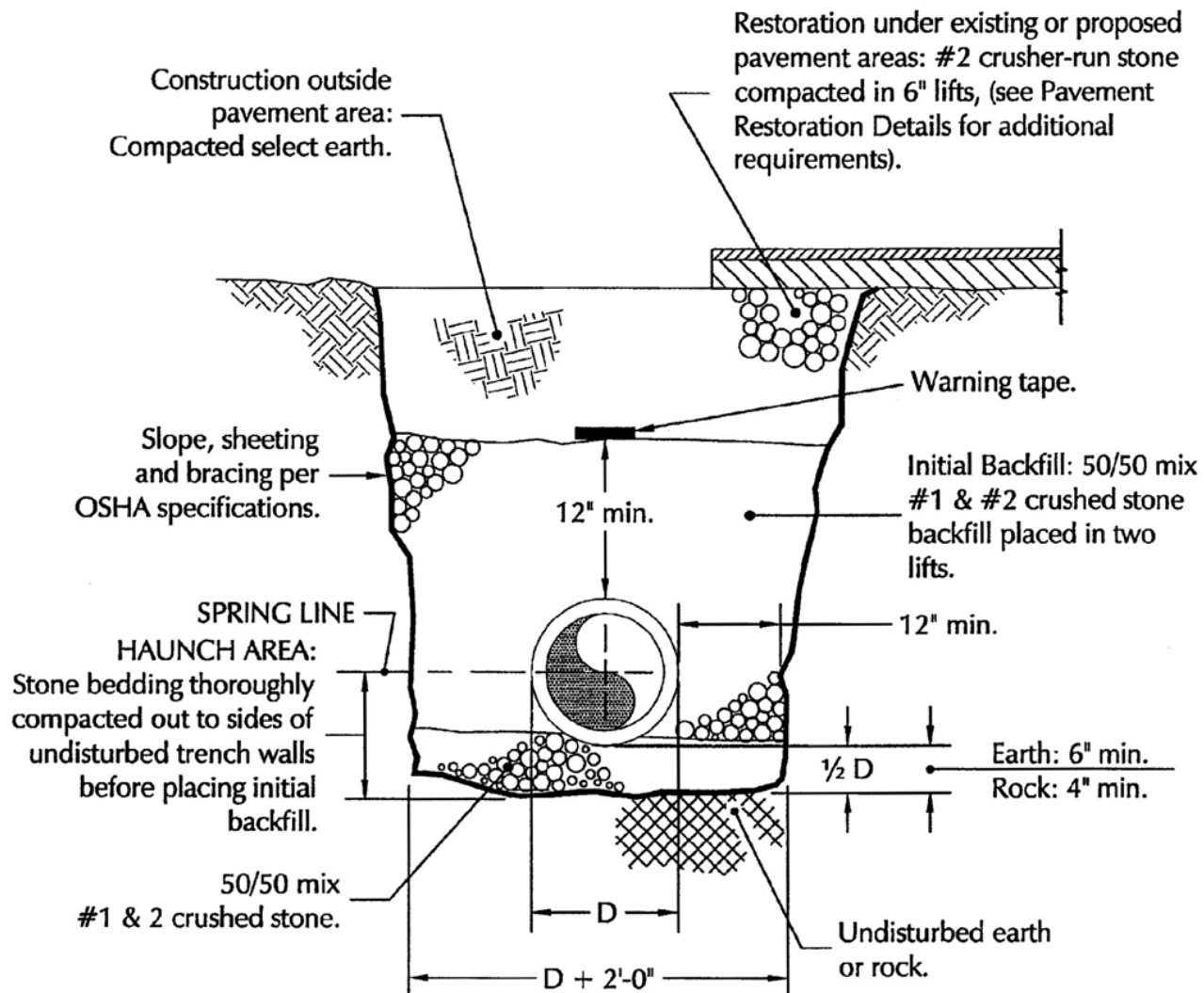
- 1) Lateral shall be SDR 21 PVC, 6" min. diameter.
- 2) See appropriate Storm Sewer Bedding Detail Standard Sheet for pipe bedding and backfill.

S-3

Sanitary and Storm Sewer Bedding Detail

Flexible and Rigid Pipe Systems

(N.T.S.)



NOTES:

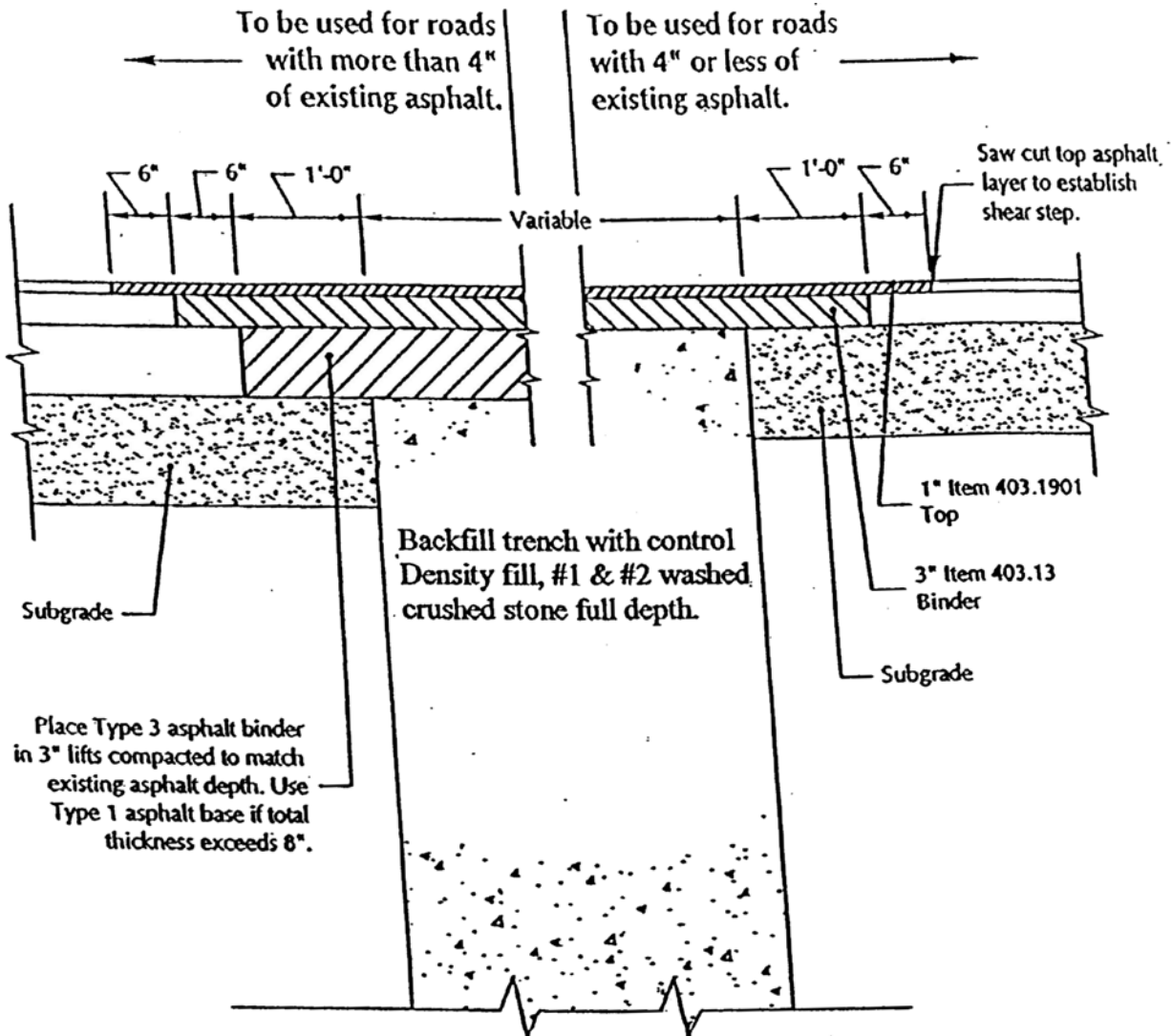
- 1) When pipe crosses under proposed new road construction where unstable soil conditions exist, select gravel compacted in 12" lifts shall be backfilled full depth of trench.
- 2) In new construction, where storm and sanitary sewers cross each other, the trench shall be excavated down to the previously laid sewer and backfilled with compacted #2 crusher-run stone to insure adequate support.
- 3) 8" minimum pipe diameter is required for dedication of sanitary mains.
- 4) 12" minimum pipe diameter is required for dedication of storm mains, except crossover may be 8" pipe diameter.

STANDARD SHEET

Pavement Restoration Detail

(N.T.S.)

H-1



**NOTE: ALL JOINTS SHALL BE SAW CUT
AND TACK COATED**

The contractor shall provide one traffic lane during working periods and two traffic lanes during non-working periods for the open-cut crossings. Work shall be limited to the hours of 8:00 A.M. to 4:00 P.M. for pavement crossing. Flag men, signs, lights, barricades, and other safety devices will be required as directed by the Director of Public Works or Highway Superintendent. contractor shall notify the Department of Public Works at least 48 hours prior to excavation.. Phone the Department of Public Works at 624-3620.

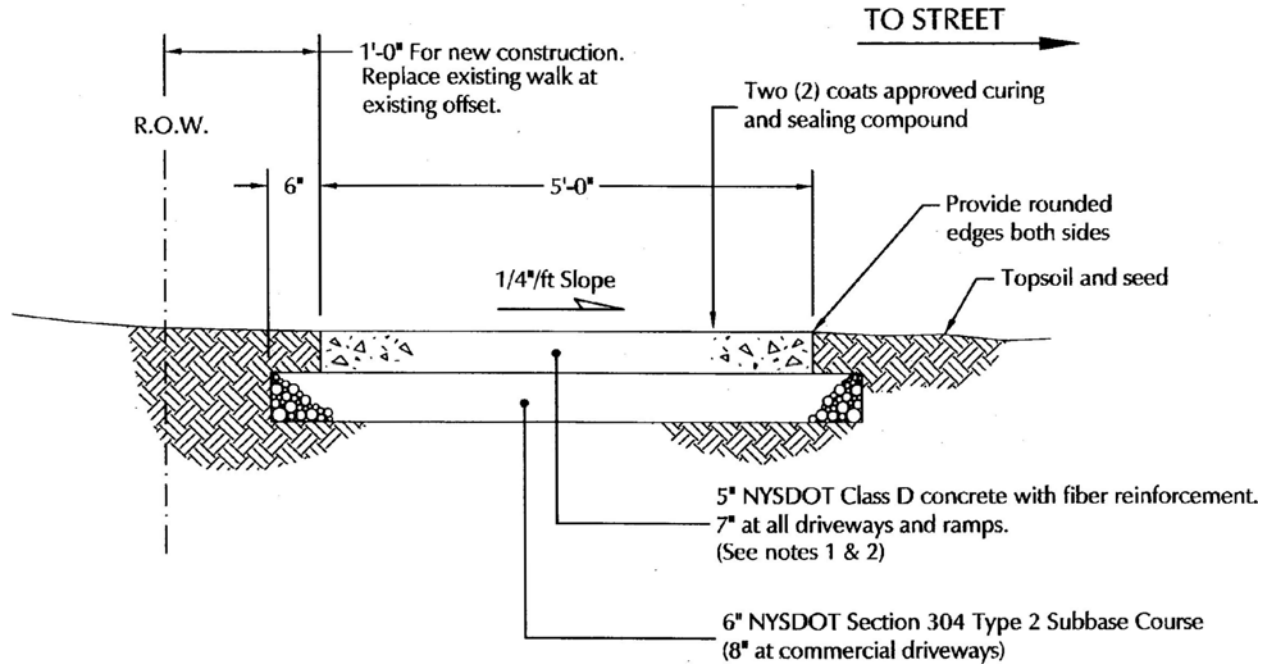
Application and permit forms can be obtained from the Village Office at 5 East Street from 9:00 A.M. to 4:30 P.M. Monday through Friday.

STANDARD SHEET

Sidewalk Within Right of Way

(N.T.S.)

H-2



NOTES:

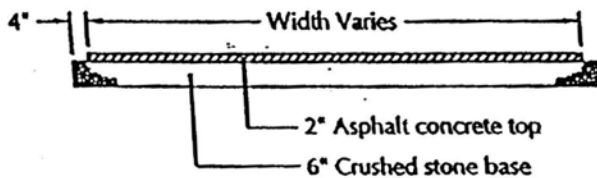
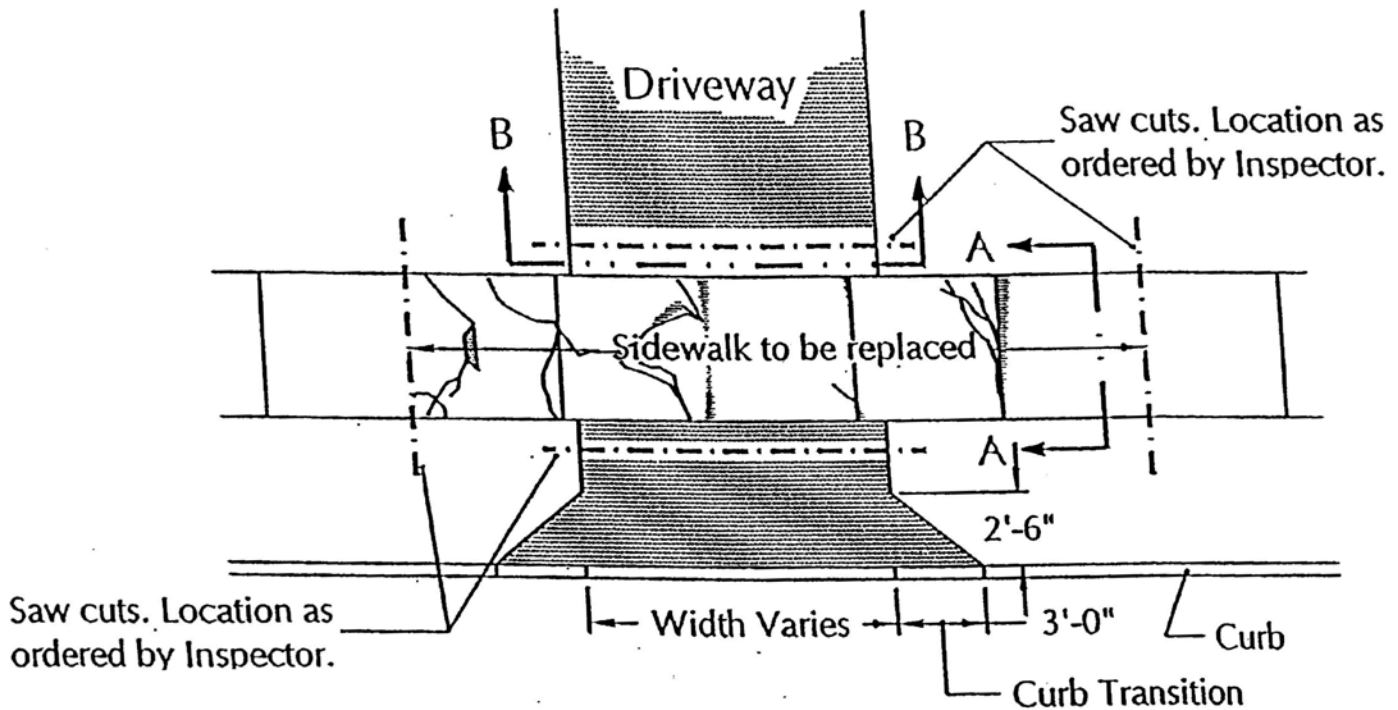
- Concrete shall comply with NYSDOT Class D, air entrained with fiber reinforcement. Minimum concrete strength shall be 4500psi at 28 days.
- Fibrous concrete reinforcement shall comply with NYSDOT material specification 711-01.
- Compacted subbase material shall comply with NYSDOT item 304.12 Type 2.
- Cross slope grade shall be as shown on detail whenever possible and sloped towards road pavement.
- Grade sidewalk surface to match adjoining sidewalk. Provide stiff bristle broom finish and finish edges with radius edging tool. The finished concrete surface shall be treated with (2) coats approved curing and sealing compound.
- Provide control joint every 5-feet and full depth expansion joint at 25-feet max.
- All control joints shall be 1/8-inch min. to 1/4-inch max in width and 1/4 of the thickness of the concrete. Control joints shall be tooled (No sawcuts allowed).
- Expansion joints shall be 1/2-inch premoulded bituminous impregnated felt, full width and depth of concrete slab.
- Where sidewalk abuts wall or building, provide 1/2-inch wide premoulded bituminous joint filler with 5/8-inch deep x 1/2-inch wide self leveling caulking sealant.
- Concrete sidewalks through all driveways shall be increased to a 7-inch thickness. At commercial drives only, the subbase material shall also be increased to 8-inch thickness.
- All work shall conform to ADA requirements. Provide detectable warning field at intersections and commercial drives.
- No concrete shall be placed before April 20th, or after October 31st. No concrete shall be placed unless the ambient air surface temperature is above 40 degrees.

STANDARD SHEET

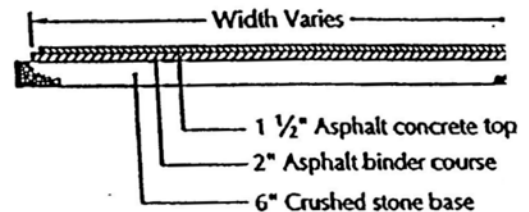
H-3

Driveway Detail

(N.T.S.)

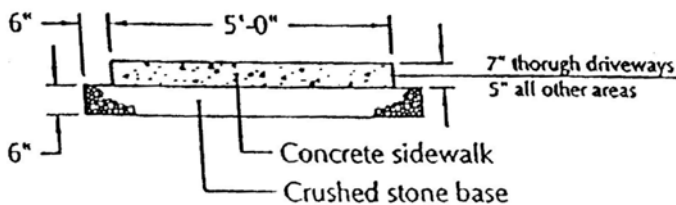


Asphalt Driveway Section
Light Duty



Asphalt Driveway Section
Medium Duty

SECTION B-B



See Typical Sidewalk Detail
Standard Sheet for details.

NOTES:

- 1) Heavy duty driveways will require special design approval prior to installation.
- 2) Gravel base shall be placed where fill is required to obtain proper subgrade elevation, to replace unsuitable subgrade material, or to the dimensions shown above.

SECTION A-A