

# Highway Department Work Permits

## WORK PERMIT INFORMATION MUST CONTAIN:

1. **Who** is requesting the work?
2. **What** is going to be done?
3. **Why** is the work being performed?
4. **Where** is the work to take place?
5. **When** is the work going to take place?

(Anticipated Start and Finish)

## PLANS MUST BE SUBMITTED WITH EACH PERMIT:

1. **Sketch** of work and area or
  2. **Plot plan** or **property survey** or
  3. **Detailed engineering plans**
- (1 set stamped seal and additional 3 copies)

EACH PERMIT IS HANDLED ON A CASE-BY-CASE BASIS AND THE INFORMATION REQUESTED DEPENDS UPON THE COMPLEXITY OF THE PROJECT!

A CONTACT PERSON OR CONTRACTOR'S NAME AND NUMBER MUST BE GIVEN FOR NOTIFICATION SHOULD A PROBLEM BE OBSERVED DURING CONSTRUCTION.

Under the Drainage section of our Standard Specifications, paragraph 9 on page 10, we require each subdivision and/or site plan to pay a drainage maintenance fee of \$500.00 per legal tax lot. This fee will be returned once the final drainage structures and site grading has been completed. Should the County Highway Department Work Forces be required to mitigate any potential hazards created along or within the county roadway during construction, our cost will be subtracted from the drainage maintenance fee.

Applicant is responsible to notify the Rockland County Highway Department upon completion of site work so that a final inspection can be made.

A Separate Highway Department Road Opening Permit Is Required For Any Utility Or Sewer Connection Within The County Right Of Way. This is in addition to the work permit obtained.