



**Town of Sykesville**

7547 Main Street, Sykesville, MD 21784

p: 410.795.8959 f: 410.795.3818

www.townofsykesville.org

**Date Permit Issued:** \_\_\_\_\_

**Permit Number:** \_\_\_\_\_

**Exhibit "A"**

**APPLICATION PUBLIC UTILITY PERMIT**

**Date:** \_\_\_\_\_

A. The purpose of this permit application is to require that all utility companies obtain an approved Town Utility Permit prior to commencing work in the paved area of any town right-of-way or street.

B. Street Name or Area Where Work is Planned: \_\_\_\_\_

C. The \_\_\_\_\_  
(Company/Utility)

Requests permission to \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

D. Contact Person: \_\_\_\_\_  
(Name) (Phone)

I, the Permittee, certify that the conditions stated below will be complied with.

\_\_\_\_\_  
(Signature of Person Making Certification) (Title)

E. Anticipated Starting and Completion Dates: \_\_\_\_\_

\_\_\_\_\_

**F. Notifications:**

1. Permittee shall notify the Town of Sykesville Office at least 48 hours in advance of the starting of any work under this permit. Also, the name of the person in charge of the work under the permit shall be given to the Town at this time.
2. The Permittee must call Miss Utility, 1-800-257-7777, 48 hours in advance of any work under this permit.
3. Permittee shall contact the Carroll County Bureau of Utilities 48 hours prior to construction for the purpose of locating any water or sewer services or mains that may be in that area. In the event the construction interferes with existing water lines or sewer lines, they shall be relocated at the expense of the Permittee. Bureau of Utilities hours Monday through Friday 8:00 A.M. to 5:00 P.M. and the telephone number is 410-386-2164.

- G. Permittee is responsible for compliance with all laws and regulations including but not limited to, those of the Maryland Public Service Commission, the National Electric Safety Code, the Maryland Occupational Safety and Health Administration, Town Planning Commission and local zoning regulations.
- H. In the event future road improvements require the removal and/or adjustment of this installation, the cost shall be borne by the Permittee unless prior rights are existing from a facilities easement, or right-of-way or reimbursement is provided by statute.
- I. It is agreed and understood that significant deviation from the plans submitted shall be reported to the Town of Sykesville and a revised plan showing changes made shall be submitted for approval.
- J. Maintenance of Traffic Control
  - 1. Traffic shall be maintained in accordance with the approved Traffic Control Plan which is a part of this permit or the appropriate SHA Standard Sheet MD 104.01 through 104.16 or as directed by the Town Manager.
  - 2. Lights, signs, barricades, etc. shall be maintained by the Permittee in accordance with Part VI of the U. S. Department of Transportation/Federal Highway Administration Manual On Uniform Traffic Control Devices and its latest official Rulings on Request. This manual is available at a nominal charge from the Superintendent of Documents, U. S. Government Printing office, Washington, D.C. 20402. In addition, signing shall be in accordance with the approved Traffic Control Plan or State of Maryland Department of Transportation inclusive, as applicable to the specific construction. The Permittee shall assign an employee to serve in the capacity of a Traffic Manager in accordance with detail sheet furnished to the Permittee.
  - 3. A minimum of one (1) complete traffic lane shall be kept open to vehicular traffic at all times.
  - 4. All personnel used for flagging shall be properly dressed and qualified to perform flagging operations as outlined in the Manual On Uniform Traffic Control Devices.
  - 5. The Permittee shall notify Carroll County Control Alarm and the local fire department of the approved traffic control plan.
- K. Safety
  - 1. Cuts or excavations will not normally be permitted to remain open overnight or at any time when work is not in progress. Protective measures, approved by the Town, will be required at any excavated area approved to be left open as a special case.
  - 2. All mud and debris tracked or spilled on the road shall be removed promptly to eliminate potential hazards and minimize sedimentation.
  - 3. Precautions shall be taken, particularly in freezing temperatures, to keep water off the traveled lanes.
  - 4. No blasting will be permitted within the Town.

L.

## Construction

1. Materials and construction requirements of the Standard Specifications for Construction and Materials-Maryland Department of Transportation, State Highway Administration, latest edition and all addenda thereto shall be met.
2. No metallic tread equipment shall be driven or towed on any Town road surface or surfaced shoulder. Materials or equipment not provided with wheels will not be dragged or skidded across paved surfaces.
3. An opening required in the macadam or bituminous roadway must be cut by mechanical means to insure all edges of trench are square. The pavement shall be saw-cut to provide straight vertical faces.
4. Sheeting

All trenches of five (5) feet or more in depth, unless through rock, must be sheeted to comply with the requirements of the Occupational Safety and Health Administration

All wood sheeting to be left in place shall be cut off one (1) foot below the finished grade. Metal sheeting may be pulled only as tamped backfill trench progresses.

5. All drainage structures must function while work is in progress as well as upon completion of work. Storm drain facilities, if damaged, shall be replaced by the Permittee. Should any disturbance be made to the existing drainage ditches, it will be necessary to restore the drainage ditches to their original condition. All stream beds must be left free of debris so as to provide for a free flow of water at all times.
6. Trenches shall be backfilled in six (6) inch layers and mechanically tamped in accordance with the requirements of Section 206 "Embankment", Page 138 and Section 207 "Tamped Fill", Page 145 of the Standard Specifications referenced above. When the trench is located within the paving section, the full depth of the trench shall be backfilled with crusher run stone compacted to 95% of the maximum density (T-180) as shown on the attached detail titled "METHOD OF CUTTING AND REPAIRING OPENINGS IN EXISTING ROADWAYS".
7. Any roadway or shoulder surfacing that is removed or damaged by the Permittee shall be replaced and/or repaired at his sole expense.

Unless otherwise specified in this permit, the pavement repair/replacement shall be as shown on the attached payment repair detail referred to above.

If a temporary patch is to be made, the crusher run material is to continue up to four (4) inches below the excavation of the adjacent paving and four (4) inches of temporary bituminous concrete shall be placed to the existing road grade.

Pavement repairs shall be as required to return the pavement to its original condition or better and shall meet the approval of the Town Manager.

Existing shoulders disturbed shall be replaced with a pavement section equal in kind to the existing shoulder, unless otherwise provided for under this permit.

The permanent replacement of pavement shall be completed within 45 days after the temporary pavement patch is placed.

If requested by the Town of Sykesville after review by the Mayor and Town Council under the conditions of the permit, the Permittee shall resurface the full width and length of the disturbed roadway with 1 1/2" course of bituminous concrete surface (Band SC) after the trench repair work has been completed and approved by the Town Manager.

8. Curbs and/or curb and gutter and sidewalk replacements shall be completed in accordance with Town standards.

Both Maryland and Federal laws require provisions for the handicapped on ALL highways or roadway projects which include curbs or curb and sidewalk construction at crosswalks. It is mandatory, therefore, should this work include NEW and RECONSTRUCTED curbs or sidewalks that these facilities be provided in accordance with construction details provided by the Town Manager.

9. Permittee shall assume all responsibility for any damage resulting from its negligence and will absolve the Town of Sykesville for any liability caused thereby.
10. The Town of Sykesville shall be notified when all work covered by this permit has been completed so that an inspection of the work may be arranged.

The Permittee shall be responsible for the work performed under this permit for a one year period commencing on the date that the Town Manager approves the work in writing. This responsibility shall include the maintenance and/or replacement and/or repair of any portion of the work that indicates faulty workmanship or materials.

11. Approval is also contingent upon the following additional conditions being complied with:  
NO OPEN ROAD CUTS. THE TOWN MANAGER MUST BE NOTIFIED BEFORE ANY WORK IS BEGUN. THE TOWN MANAGER MUST INSPECT ALL WORK BEING DONE. TOWN MUST HAVE VERIFICATION THAT MISS UTILITY HAS BEEN NOTIFIED.

M. Emergency Work

If an emergency exists, and work is performed, the Town must be notified within 48 hours and a permit obtained. All temporary patching completed under emergency conditions must be done in accordance with Sections L.7.

N. Fees

1. Permittee shall remit to the Town of Sykesville a surety or cash bond irrevocable letter of credit, or other means of security (i.e. self-insurance) acceptable to the Town in the amount of \$1,000 (unless a waiver is obtained) or an additional amount if required by the Town, to fully cover the project costs. In the event the permittee fails to meet the conditions of this permit, the Town may use the surety to make those improvements and to complete the project in conformance with local regulations and the conditions of this permit.
2. A nonrefundable permit fee of \$25.00 is due and payable upon the submission of a utility permit application.

3. Permittee or its designated contractor shall be required to have adequate liability insurance coverage and if required, shall submit a certificate of insurance to the Town of Sykesville.

O. FAILURE TO COMPLY WITH THE CONDITIONS OF APPROVAL STATED ABOVE MAY RESULT IN CANCELLATION OF THE PERMIT.

Return to: Town of Sykesville  
7547 Main Street  
Sykesville, MD 21784

For additional information call 410-795-8959

APPROVED FOR TOWN OF SYKESVILLE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Special Projects Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Manager/Zoning Administrator

**\*Please notify Town Staff once work is complete.**