

**Town of Whately
Highway Department**

Regulations for Care of Trench Cuts

1. A trench permit signed by the Superintendent of Streets and agreed to by the applicant, must be on file with the Highway Department before any street or sidewalk surface is broken for repairs or construction.
2. A certificate of insurance in the amount of \$500,000/\$1,000,000 liability is required.
3. It will be the responsibility of the applicant to notify all utility companies involved, prior to the start of work under the permit. The applicant shall obtain a DIG SAFE NOTIFICATION NUMBER by calling 1-800-322-4844.
4. The applicant will protect all cuts with barricades and lights and agree to save the Town of Whately harmless from all claims for damages whatsoever. Barricades and lights and other equipment necessary to properly delineate the work zone area are to be supplied by the contractor.
5. Traffic shall be maintained at all times and the contractor shall engage and use the services of a uniformed police officer to direct traffic.
6. Before excavation is started, the bituminous or concrete street surface shall be cut vertically in a line parallel to the center line or construction, and slightly wider than the trench width, using an approved hand or power operated tool, so as to allow for trench excavation without further disturbing the surface on either side of the trench.
7. The backfill will consist of the excavated material if it is declared suitable by the Superintendent of Streets. Backfill will be placed in successive layers not more than six inches in compacted depth. No frozen material shall be used as backfill. If, in the opinion of the Superintendent of Streets, the excavated material is unsuitable, the entire material for filling shall consist of approved gravel or approved borrow as directed.

After thorough tamping around and beneath the utility the six inch layers of backfill will be thoroughly compacted as follows: if dry, shall be moistened and then compacted by tamping with mechanical rammers or by hand tampers having a tamping face not exceeding 250 square inches in area. The final twelve inches of filling will in all cases consist of approved gravel thoroughly tamped and a 3 inch temporary bituminous patch shall be installed. After a period of 90 days or at such time that bituminous concrete Type I-1 becomes available, the temporary patch shall be removed, a 1-foot cut shall be made beyond each side of the trench and a bituminous concrete Type I-1 (Hot Mix) shall be laid in 2 layers of one and ½ inches each, consisting of a base course and a pavement course, 3-inches in depth, and rolled with a 5-ton roller.

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If in the opinion of the Superintendent of Streets a 6-inch cement concrete (Hi-Early) Type slab is necessary, it shall be laid over the backfilled trench extending 1 foot beyond each side of the trench and allowing for a 1 inch bituminous concrete surface. After a period of two days, the surface of the bituminous concrete Type I-1 (Hot Mix) shall be laid in one layer, 1 inch in depth, and rolled with a 5-ton roller. The patch shall be neat, uniform and conform to the existing grade. Infra-red shall be required as determined by the Superintendent of Streets.

8. Excavation of other roads, not paved, shall be subject to specifications determined by the Superintendent of Streets to be necessary to prevent excess damages to the road sub-surface and surface.

9. The applicant shall be responsible for the trench cut for a 5-year period upon completion of work.

10. A non-refundable permit fee of \$75.00 must accompany the application.

11. Violation of the permit conditions shall be \$100.00 per day.

12. No construction will be allowed from November 1 through April 1 unless deemed an emergency.

13. If, in the opinion of the Superintendent of Streets, the work shall be enclosed in a permanent approved conduit.

14. Additional conditions or restrictions may be required by the Superintendent of Streets, if , in his judgment, such conditions or restrictions are necessary to ensure that the work is conducted properly and is implemented in the best interests of the Town.

15. Permit application and review procedure:

- a. The applicant seeking a trench cut permit shall submit the Trench Cut Application permit to the Superintendent of Streets.
- b. The Superintendent of Streets shall notify the applicant within 21 days, in writing whether application is approved or denied. If the permit is denied, an appeal may be made in writing within 21 days to the Board of Selectmen.
- c. Once an approved application is issued, the Superintendent of Streets must be notified at least 24 hours before construction commences.