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**CITY OF BEVERLY, MA**  
**ENGINEERING DEPARTMENT**

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## Permit Application

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

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Contact Person/Position: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Cell Phone#: \_\_\_\_\_

Project Location: \_\_\_\_\_

Project Specifications/Conditions:

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

Tie Cards Required?:      Water: Y/N    Sewer: Y/N    Drainage: Y/N

Conflicts?:

Water: Y/N    Sewer: Y/N    Drainage: Y/N    Electrical: Y/N    Gas: Y/N    Other:

Describe Conflict:

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



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Estimated Construction Cost: \_\_\_\_\_

Time Required for Completion: \_\_\_\_\_

Number of Service Connections (Please provide list as well): \_\_\_\_\_

Staging Area Location (Address): \_\_\_\_\_

Road RSR: \_\_\_\_\_

Road Restoration & Resurfacing Specifications/Conditions:

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

Proximity to Nearest Trees: \_\_\_\_\_

Pre-Construction Photos Attached?: Y / N

Engineered Drawing Attached?: Y / N

Escrow Required?: Y / N Amount: \_\_\_\_\_

Police: \_\_\_\_\_ Fire: \_\_\_\_\_

Engineering: \_\_\_\_\_ Forestry Division: \_\_\_\_\_

**Total Fee:** \_\_\_\_\_



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## Additional Requirements

- The Utility is responsible for insuring compliance, for itself and its contractors with the specifications set forth by the Department of Telecommunications and Energy (D.T.E. 98-22). However, Utility work may be inspected by the City of Beverly to assure that proper procedures are being followed. In the event a Utility fails to comply with these standards the Utility shall, at its own expense, correct such failures.
- A permit may be issued with the stipulation that it may be modified or revoked with just cause at any time at the discretion of the City of Beverly without rendering the City of Beverly liable in any way. The City of Beverly shall have the authority to inspect work in progress and the Utility shall correct any deficiencies identified during said inspections.
- The work shall be performed in accordance with plans on file with the City of Beverly.
- The Utility shall notify the City of Beverly 24 hours prior to the start of work. No work shall be authorized or proceed (except Emergency Repair Work) without said notification.
- The Utility shall be responsible for any settlement that may occur as a result of the work done in accordance with the Permit.
- If directed by the City of Beverly, photographs shall be taken prior to the start of work to insure restoration of designated areas to their former conditions within the limits of the work areas. Copies of the photographs shall be delivered to a place designated by the City of Beverly.
- Hand digging shall be required around roots of trees.
- The surface of a roadway to be excavated for utility work shall be cut in reasonably straight and parallel lines using a saw or other accepted method to insure the least amount of damage to the roadway surface. The cutting operation shall not be done with a backhoe, gradall or any type of ripping equipment.
- The trench in all cases shall be filled to the bottom of the existing pavement to provide room for the pavement restoration.
- All maintenance work shall be compacted in 6" lifts.
- Field personnel performing backfill and compaction operations shall be trained in the implementation of this procedure. Personnel shall receive retraining every two years. The Utility shall certify with the submission of a Permit application that all personnel are properly trained.
- No excavated material from the Utility's trench shall be placed on or in the limits of the City streets.