



**TOWN OF GREENLAND, NH**  
11 Town Square – PO Box 100  
Greenland, NH 03840.0100  
Phone: 603.431.3070 x108 // Fax: 603.430.3761  
Email: chussey@greenland-nh.com

Application for **ROAD EXCAVATION** Permit

**\$35 per Trench**

PROPERTY OWNER(S)	
NAME	
ADDRESS	MAP LOT
PHONE	EMAIL ADDRESS
APPLICANT	
NAME	
COMPANY	
ADDRESS	
CITY/STATE/ZIP	
PHONE	EMAIL ADDRESS
TYPE OF JOB	
Pursuant to RSA 231:184-186 and RSA 236:9-11, permission is requested to disturb the surface, shoulders, ditches or slopes of the road/highway in the Town of Greenland known as:	
For the purpose of:	
Start Date	Projected end date
Agreement Signed <input type="checkbox"/> YES <input type="checkbox"/> NO	
SIGNATURES	
<b>TRAFFIC CONTROL MUST BE COORDINATED WITH THE CHIEF OF POLICE BEFORE WORK BEGINS.</b>	
Chief of Police	Date
I hereby acknowledge that I have read and agree to be bound by the MEMORANDUM of UNDERSTANDING (see attached), as well as applicable local state and federal laws pertaining to roadway excavations.	
Applicant	Date
** OFFICE USE ONLY**	
Application Received By	Date
Building Inspector	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	

PERMIT NO.

Amt \$ \_\_\_\_\_ Ck # \_\_\_\_\_

Date \_\_\_\_\_ Rec By \_\_\_\_\_

☐ MTHLY    ☐ VISION



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## **EXCAVATION PERMIT - Memorandum of Understanding**

I/We agree to conform to the following instructions and regulations regarding to the performance of work proposed under this request. I/We also agree to any additional instructions issued by the Board of Selectmen, or their authorized representatives, during the process of the work.

- A) No excavation or disturbance shall commence until the area has been delineated in accordance with “Dig Safe” damage prevention requirements of RSA 374:48 et seq.
- B) New pipe installations must be jacked, if possible; small pipes are to be laid in a sleeve.
- C) If the pavement has to be disturbed, it must be cut prior to excavating, unless the excavation occurs during an emergency. The cut pavement and base course are to be discarded. Excavation below sub-grade is to be saved and used for backfill in order to prevent differential frost heaving. After the permitted work is performed, the disturbed area must be backfilled with materials suitable to the Board in layers, not exceeding twelve inches, up to sub-grade. Each layer is to be thoroughly compacted. The base course shall be replaced as it was constructed. Do not exceed the depth of the existing base course. Crushed gravel is to be used if only one type of base course material is encountered.
- D) The pavement must be replaced under the direction of the Board of Selectmen, or its authorized representative, listed below. Please notify him/her at least 24 hours before doing any patch work. Unless stated otherwise, the following conditions shall apply to pavement:
  - 1) No patch work shall be permitted in adverse weather conditions such as rain or excessive wind.
  - 2) Hot bituminous concrete (Hot Top) shall be used for all patching material.
  - 3) No patch work shall be permitted between Oct. 1 and Apr. 1, except by special permission or an emergency.
  - 4) Existing pavement shall be dry, free of all dust, dirt and loose material. Sweeping with a power broom, supplemented with hand sweeping, may be necessary. The new material shall be placed on the prepared, clean underlying surface at the locations designated and shall be spread to produce a smooth, uniform patch. The patch material shall be thoroughly compacted and shall match the line and grade of the adjacent pavement.
  - 5) Drainage and utility structures within the limits of the pavement shall be set and raised to the final level of the wearing course. Contact surfaces of the drainage and utility castings, as ordered, shall be painted with a thin coat of suitable bituminous material.
  - 6) If unsatisfactory areas are found in any course, the permittee shall remove the unsatisfactory material and replace it with satisfactory material, after coating the adjacent, exposed edges with a suitable bituminous material.
  - 7) Any bituminous material remaining on exposed surfaces of curbs, sidewalks, or other structures shall be removed.
  - 8) Other: \_\_\_\_\_
- E) Disturbed unpaved surface areas will be replaced with like materials of good quality, loamed, fertilized, seeded and mulched.
- F) During the performance of this work, interruption of traffic must be kept to a minimum. Signs and flag persons shall be used as needed to control traffic. The area will be protected at night with barricades, signs, lights, etc. Traffic control plan must be approved by Chief of Police.
- G) I/We agree to save harmless the Town of Greenland from any and all claims arising from the construction, maintenance and operation of the work or structure described in this permit and its appurtenances.

- H) I/We agree to obtain a new or amended permit from the Board of Selectmen before performing any further excavation for maintenance or removal of the work or structure described in this permit or other appurtenances thereto within the highway limits.
- I) This permit is for the right of construction, occupancy, operation and future maintenance of the said item(s) described in the permit and is sufferance only, with the Town reserving the right to require, in the event of future alterations of the highway, or highway right-of-way, certain alterations, relocations, or complete removal of any work or structure described in this permit, and I/We agree to perform such work promptly and at our own expense.
- J) I/We agree to assume such additional costs the Town may incur due to the maintenance, operation, renewal or extension of the work or structure described in this permit or appurtenances thereto within the highway limits.
- K) I/We agree to assume such additional costs the Town may incur by reason of my/our failure to perform this work in the manner prescribed above, and am familiar with the penalty imposed by RSA 236:14.

<b>Today's Date</b>	
<b>PROJECT INFORMATION</b>	
Applicant	Project Location
Company	Company Phone
Project Supervisor	Projected Dates <b>Start</b> <b>Finish</b>
<b>** OFFICE USE ONLY**</b>	
MOU Received By	Date
The Building Inspector is hereby delegated to serve as the authorized representative of the Board of Selectmen to implement the terms of this permit, inspect the performance of the work and authorize field modifications of the terms of this permit.	
Building Inspector	Date
<b>[ ] Approved [ ] Denied</b>	