



TOWN OF HOLDEN  
MASSACHUSETTS

APPLICATION FOR STREET ENTRY PERMIT

DATE: \_\_\_\_\_

**CONDITIONS FOR STREET ENTRY PERMITS:**

1. ALL DRIVEWAY OPENINGS MUST BE AT LEAST 10 FEET FROM ALL CATCH BASINS, POLES AND HYDRANTS
2. ALL DRIVEWAY OPENINGS MUST BE BETWEEN 12 AND 24 FEET IN WIDTH.
3. ALL DRIVEWAYS MUST MAINTAIN A MAXIMUM GRADE OF +14% AND A MINIMUM GRADE OF -14%.
4. ALL DRIVEWAY OPENINGS MUST BE A MINIMUM OF 50 FEET FROM PROPERTY LINES AT INTERSECTIONS.
5. THE ENTIRE RIGHT OF WAY MUST BE RETURNED TO ITS ORIGINAL OR BETTER CONDITION.

**TO THE LICENSING AUTHORITIES:**

IN ACCORDANCE WITH THE PROVISIONS OF THE STATUTES RELATING THERETO, APPLICATION FOR A STREET ENTRY PERMIT IS HEREBY MADE BY:

NAME: \_\_\_\_\_  
(FULL NAME OF PERSON, FIRM OR CORPORATION MAKING APPLICATION)

TO:  CONSTRUCT A NEW DRIVEWAY  
 RECONSTRUCT AN EXISTING DRIVEWAY  
 EXCAVATE WITHIN A STREET RIGHT OF WAY TO \_\_\_\_\_  
 OTHER (PLEASE EXPLAIN) \_\_\_\_\_

LOCATION: \_\_\_\_\_

TYPE OF CONSTRUCTION:  BITUMINOUS CONCRETE  CEMENT CONCRETE  
 GRAVEL  OTHER \_\_\_\_\_

OWNER OF PROPERTY: \_\_\_\_\_

ADDRESS OF OWNER: \_\_\_\_\_

**FOR TOWN'S USE ONLY**

PERMIT NO: \_\_\_\_\_

INSPECTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DATE: \_\_\_\_\_

FEE: \_\_\_\_\_

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

**APPLICANT MUST SHOW A SKETCH OF THE PROPOSED WORK ON THE BACK OF THIS APPLICATION INCLUDING ALL EXISTING AND PROPOSED UTILITIES AND PROPERTY LINES**



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DEPARTMENT OF PUBLIC WORKS

Engineering Division

**CONDITIONS FOR EXCAVATING WITHIN A STREET RIGHT-OF-WAY**

**GENERAL CONDITIONS**

1. If the roadway must be closed to through traffic, the residents of the street, the Police, Fire, Public Works Department, Engineering Office and Town Manager's Office shall be notified in writing at least three (3) working days prior to the start of work. Arrangements must be made for acceptable, convenient detours around the excavation site.
2. Notification must be made to DIG SAFE prior to acquiring a "Permit for Entering Public Highway".
3. The applicant shall sawcut the pavement (full-depth) prior to excavation.
4. All utilities must be inspected prior to backfilling. Utilities, which have been backfilled without proper inspection, must be re-excavated and inspected. Twenty-four (24) hour notice shall be required for all inspections. Once utilities have been inspected, the trench shall be backfilled in twelve-inch (12") lifts and tamped. The final twelve-inches (12") of fill shall be bank run gravel meeting the current Subdivision Control Regulations of the Town of Holden.
5. The applicant shall repair the roadway immediately after completion of work. The Engineering Office shall be notified before patches are made. A temporary hot-mix patch of a minimum of two inches (2") shall be placed on the excavated area and shall be maintained for a period of not less than sixty (60) days. After the sixty (60) day period has expired, the temporary patch shall be excavated and replaced with a permanent patch of a thickness equal to the original pavement. All joints shall be painted with emulsion.
6. Th applicant shall be responsible for maintenance of the permanent patch for a period of two (2) years.
7. No excavation shall occur between November 15<sup>th</sup> and April 1<sup>st</sup>.

\_\_\_\_\_  
Dig Safe Number

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date