



Town of Wenham

Town Hall
138 Main Street
Wenham, MA 01984

WENHAM STREET OPENING STANDARDS

(Approved by action of the Selectmen – 8-04-03) (Last amended 10-31-03)

DEFINITIONS:

WENHAM BOARD OF SELECTMEN:

The elected officials of the Town of Wenham who shall establish all rules and regulations pertaining to street openings and curb cuts.

DIRECTOR OF PUBLIC WORKS:

The official appointed by the Board of Selectmen, who is the authorized representative of the Board of Selectmen and who is directed to inspect all work for compliance with these and all other specifications, regulations, rules and policies as set forth by the Board of Selectmen.

INSPECTOR:

The Director of Public Works, or other representative of the Town of Wenham who is acting within the scope of the particular duties entrusted to him to ensure that these and other specifications, regulations, rules and policies are followed.

GRANTEE:

The person, business or corporation who is responsible for all work being done under this permit, and who has ordered said work to be done. This may also be the property owner.

CONTRACTOR:

The person, business or corporation who is employed by, or under contract with the grantee to do any and/or all work incidental to this permit.

DIG SAFE NUMBER:

A valid, current permit number obtained by calling 888-344-7233 in order to limit the possibility of disturbing any utility or underground structure. Such number must be obtained at least 72 hours prior to start of work, unless work is of an emergency nature. The Wenham Water Department shall be notified separately, by calling (978)468-5531 at least 48 hours prior to the start of any work. In addition, the Town of Wenham's Tree Warden shall be notified at least 48 hours prior to the start of any work within the street layout.

BOND:

Certified Check, Bank Check or Bond. No Cash, Personal Checks or non-guaranteed moneys will be accepted. ALL BONDING COMPANIES MUST BE A BUSINESS ENTITY IN THE COMMONWEALTH OF MASSACHUSETTS.

RESPONSIBILITIES:

GRANTEE:

The grantee shall be solely responsible for all work, payments, permits, maintenance, and liabilities associated with the work performed under this permit.

CONTRACTOR:

Any and all contractors and sub-contractors working on behalf of the grantee shall be responsible to the grantee.

TOWN OF WENHAM:

The Town of Wenham shall bear no responsibility or liability for work done by grantees or contractors during or after work done under this permit. Any damage caused by any grantee or contractor to private or public property shall be the sole responsibility of the grantee.

SCOPE:

The purpose of these specifications is to set up a standard practice and policy for any work done within the street lay-out of any highway, street, road, or way within the Town of Wenham, to include traveled way, sidewalk and shoulder area. The grantee shall perform, or cause to be

performed, all of the items of work stipulated in these specifications and as shown on any and all plans for the project, as well as any modifications or changes to original plans as may be required by conditions in the field and as directed by the inspector. The grantee and contractor shall do any additional extra and incidental work as may be considered necessary to complete the work in a substantial and acceptable manner and, when completed, they shall leave the area in a neat and finished condition satisfactory to the Board of Selectmen.

Further, the grantee and contractor shall follow the directions of the Board of Selectmen and their agents, as given from time to time during the progress of the work under the terms and conditions of these specifications. Any work done which deviates from these specifications, without prior approval, shall be at the Grantee's risk. No changes shall be made without prior approval by the Director of Public Works.

No excavation of pavement will be allowed in a street which has been paved within the previous five years, unless such excavation is required by an emergency.

GENERAL:

The work to be performed under these specifications include; any digging to a depth of more than 1 foot, backfilling any excavation of more than 1 foot, grading, leveling any area more than 3 square yards, or hot topping, patching or otherwise surfacing any area within the street layout.

BEFORE ANY WORK IS STARTED:

1. A completed "Street Opening Permit" form shall be filled out, filed at the Permitting Office, routed to all relevant departments (including the Director of Public Works) and approved. All applications must be accompanied by the appropriate fee and bond. If the work is of an emergency nature, the application, fee and bond shall be forwarded to the Permitting Office within seven days.
2. No work shall commence until a current and valid "Dig Safe Number" is obtained.
3. The Director of Public Works shall be given three days advanced notice of the start of any work, and he shall

- have full power to determine when the work is to be done, unless the work is of an emergency nature.
4. No work will be performed without first obtaining approval of the Director of Public Works, and giving him notice on each day work is to be performed.
 5. No work shall commence without all appropriate traffic control warning signs and/or uniformed police officers, when required by the Director of Public Works or the Wenham Police Department. All traffic control warning signs, barricades and/or uniformed police shall be the responsibility of the Grantee.

CONSTRUCTION DETAILS:

The Director of Public Works shall have the power to cause all work to cease and desist, for just cause, and shall have full and final authority over work being done.

Conditions encountered at the site which may be at variance with the proposed work or these requirements, shall be referred to the Director of Public Works, who will determine the methods and operations to be followed.

All pavement shall be SAW-cut and may only be disturbed within the area requiring excavation. When the opening occurs within two feet of the curb or edge of the hardened surface, the paved area between the excavation and the curb or edge must also be removed. In all cases, the pavement shall not be undermined unless it is completely cut out and repaired.

All conduits, pipes, cables, other structures, or tree roots uncovered during excavation shall be protected, and if damaged shall be repaired or replaced in an acceptable manner at the Grantee's expense.

Backfill material shall be the original material, when possible. If large rocks, organic material, water saturated material, or trash are encountered, Controlled Density Fill (CDF) or other suitable material, may be required by the inspector, at the Grantee's expense.

All backfilling shall be mechanically compacted in 12" lifts, and shall be thoroughly compacted and filled under all conduits, pipes, cables, structures and tree roots to ensure minimal settling.

All surplus and/or unacceptable excavated material shall be removed from the job site immediately. The excavation site shall be maintained in a clean and safe condition at all times. The removal and disposal of materials, including pavement, is the responsibility of the Grantee.

Sidewalks and streets shall be cleaned and opened to traffic at the end of each working day, unless otherwise authorized by the Director of Public Works and the Chief of Police. Sidewalks and traveled roadways will be kept open whenever possible, and all trenches, excavations, surplus material, and spoil piles will be kept in a safe and stable manner while work is being performed. Access to private property shall be maintained as much as practical, but in no event shall access to private property be denied overnight. The Grantee shall be liable for the condition of the street, sidewalk and shoulder in the area covered under this permit, and will be held responsible for all damage due to any failure of barricades, barriers, warning signs, lights or steel plates to properly protect the work from traffic, pedestrians or other causes. All open ditches shall be protected by uniform traffic control devices in conformance with the Massachusetts Highway Department manual. All excavations must be properly secured to insure the safety of the public.

Temporary patching will be done with bituminous concrete as soon as the trench is properly backfilled, unless re-excavation is imminent. The temporary patch will be as thick as the adjacent pavement, but in no case less than FOUR inches. Bituminous concrete shall be installed in layers not exceeding two inches and thoroughly compacted between layers. The temporary patch shall be maintained by the Grantee should additional work be required. All temporary patches will be required to settle and/or consolidate during one winter season.

A permanent patch shall be done within 30 days of notification to the Grantee by the Director of Public Works. The permanent patch shall consist of adding sufficient bituminous concrete to level the patch and using the infrared process to blend the patch to the existing pavement.

The Grantee shall also be responsible for any and all additional measures including, but not limited to: complete surface reconstruction, curbing, resettling, "bar

holes", crackfilling, tack coating and resurfacing, should the Director of Public Works deem the area not restored to its original condition.

The Grantee shall be responsible for the cost of all excavation and restoration for a period of three years. Should any emergency work be required of the Town of Wenham in order to ensure safety, the Grantee shall be fully responsible for all costs. Costs shall include, but not be limited to: \$200.00 per hour for personnel, \$300.00 per hour for equipment, and cost + 100% of any materials required. These costs shall be billed to the grantee in addition to the required fee and bond.

Private Driveway Standards

The Wenham Fire Department will be required to review all Plans that propose the development of new driveways in excess of 200 linear feet in length. The Fire Department recommends that all residential driveways maintain a minimum width of 12' under standard conditions and greater widths may be required on sites with unique topography or site conditions.

FEES AND BONDS:

A fifty (\$50) dollar, non-refundable permit fee, payable to "Town of Wenham" shall be forwarded with each application.

A five-thousand dollar Performance and Payment bond shall be posted for each permit granted. Should a grantee desire, a blanket fifty-thousand dollar Performance and Payment bond may be posted for routine and repeated permit activity. All bonds will be held for a period of three years after all work is completed.

AUTHORIZATION

APPROVED:

DATE: _____

Director of Public Works

Selectmen Signature is required in only specified situations

WENHAM BOARD OF SELECTMEN