



Department of Public Works

Town of Tisbury

Box 788, 115 High Point Road
Vineyard Haven, MA 02568

Phone: 508-696-4220

Fax: 508-696-4221

ROAD CUT OR TRENCH PERMIT

Permit # _____

Name of Contractor/Utility Company: _____

Mailing Address of Contractor/Utility Company: _____

Name of Point of Contact: _____ Name of on-site Foreman: _____

Phone Number: _____ Phone Number: _____

Street name of Trench or Road Cut: _____

Location: (Nearest Intersection and Pole Number) : _____

Depth, Width and Length of Trench or Road Cut: Depth: _____ Width: _____ Length: _____

Date of Work: _____

Restoration of Road Structure Proposed (IF APPLICABLE)

Compaction Lift Depth: _____

Pavement Thickness: _____

Backfill Material: _____

Note: It is highly recommended that backfill material be compacted at 6 – 10 inch lifts, be a RAP product four inches below the pavement, and that the pavement being placed is at least the thickness of the existing pavement or three inches thick whichever is greater. All patches shall be sealed with Tack to avoid future water damage. Cold patch is permitted to be used as a temporary pavement material when the Asphalt plant is shut down for the season; however, the patch must be replaced prior to the summer season after the plant reopens in the spring.

Approved: _____
Signature DPW Director, Date

Not Approved: _____
Signature DPW Director, Date

If not approved, the following reason(s) are provided:

In issuing this permit the contractor or utility company understands that it is responsible for the condition of the road section repaired by the contractor or utility in perpetuity until the DPW seals or alters the repair work in anyway, at which time the DPW will assume the maintenance of the repaired section, and responsible for the safety of any open excavation. If the DPW has to have the road section repaired the Town will send invoices to the listed contractor on the permit.

An administrative fee of \$25.00 is required to be paid to the Town Of Tisbury upon issuance of the road cut permit. This fee is waived for any municipal utility or its contractors.

Open trenches must be attended at all times. Failure to comply with this requirement will result in assigning a Police detail until the trench is filled in or attended by the contractor. All cost associated with any Police details or any remedial action ordered by the Town is the responsibility of the contractor. The contractor is responsible for obtaining a dig safe number for all excavation in addition to this permit.