

TOWN OF MOUNT HOLLY ROAD SURFACE CUT POLICY

No one shall cut into the surface of any Town of Mount Holly road or street, or otherwise dig or do any work within the Municipal right-of-way unless he/she has obtained prior approval of a Road Surface Cut Application from the Town of Mount Holly's Road Foreman.

The Road Foreman will approve the application under the following conditions:

1. The application must be accompanied by a sketch or drawing indicating the exact location of the proposed work, the depth and width of the cut, the materials to be buried, etc.
2. The construction must take place during the months of April through November.
3. All utility wiring in the Town right-of-way must be encased in galvanized steel conduit or concrete encased schedule 40 PVC conduit. Conduit must be bedded in a envelope of sand or gravel passing 1" mesh (minimum 18" wide, 12" above conduit). Backfill must be clean and not contain rocks larger than 8" in any dimension.
4. Where the existing road is crossed and cut, given the limited depth available for digging in the Town of Mount Holly, if galvanized steel conduit is used it must be encased in a 4" envelope of concrete if the cut is at a depth of three (3) feet or less. Conduit cannot be shallower than 16" below surface.
5. All underground utilities shall be marked with magnetic utility marking tap label with the respective utility type ("Electric", "Telephone", "CATV", etc.)
6. Underground utilities that are located beyond the Town right-of-way may use 80 PVC conduit.
7. Where the existing road surface is gravel, backfilling materials shall be of the same type as those excavated or shall be of a type deemed suitable by the Road Foreman. Replacement subbase aggregate and surfacing aggregate must match the Town of Mount Holly Road and Bridge Standards.
 - a. Trenches shall be backfilled and mechanically compacted in one-foot lifts.
 - b. All ditches in the area of the construction shall be cleaned and any guard rail or culvert marking post shall be replaced.
8. Where the existing road surface is paved, the same type of paving material or a type approved by the Road Foreman shall be used for the finished surface after construction (i.e. concrete is to be replaced with concrete, asphalt is to be replaced with asphalt). The thickness of the pavement patch must match the existing pavement section. The road

subbase aggregate must be installed per the Town of Mount Holly Road and Bridge Standards.

- a. Trenches will be backfilled with materials approved by the Road Foreman.
 - b. Trenches will be backfilled and mechanically compacted in one-foot fills.
 - c. Where a trench is dug across the traveled and paved area, the trench shall be paved over. Where the trench is dug parallel to the line of traffic and in the paved area, the entire paved section of the roadway shall be paved. All edges shall be saw cut prior to patching. Transitions shall be milled prior to paving.
 - d. Re-paving shall be completed within seven (14) days of opening the pavement cut and must be inspected and approved by the Road Foreman or other authorized Town representative. If excessive settlement occurs within 1 year of crossing Town of Mount Holly may require corrective action.
9. Any utilities damaged during the construction shall be repaired immediately. The applicant or its contractor is responsibility to call Dig Safe prior to excavating.
10. The Road Foreman may require a member of the Road Crew to be present during the work and the applicant will reimburse the Town of Mount Holly for the expense of the employee.
11. Anyone intending to do work within the Town right-of-way that might interfere in any way with the normal flow of traffic must demonstrate that he/she can and will provide adequate temporary traffic control.
- a. Adequate traffic control shall mean, at a minimum, maintaining one-way traffic at all times and maintaining a roadway capable of allowing emergency vehicles to pass at all times. Every effort will be made to assure that work is done at times that take into consideration the convenience of the traveling public.
 - b. The applicant must provide signage and traffic control devices per latest MUTCD manual.
12. A follow up inspection is required and all work shall be done to the satisfaction of the Road Foreman or other authorized Town representative, who may require that any portion of the work be done over to his/her specifications.

NOTICE: Emergency road surface cuts will be considered on a case-by-case basis by the Road Foreman or authorized Town representative.

Contact: Road Foreman at 802-259-3179 or mthollyroads@vermontel.net

**TOWN OF MOUNT HOLLY
ROAD SURFACE CUT APPLICATION**

Date Work is to be Done: _____

Applicant Name: _____

Address: _____

Daytime/Cell Phone Number: _____

Description of Proposed Work, Materials to be Buried, Materials to be Used (please attach a sketch): _____

HIGHWAY DEPARTMENT:

This application is _____ APPROVED with these conditions: _____

_____ DENIED for these reasons: _____

Date

Road Foreman Signature