

**HOLMDEL TOWNSHIP**  
**STREET OPENING PERMIT APPLICATION**

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Permit # \_\_\_\_\_

Mark Out # \_\_\_\_\_

Applicant \_\_\_\_\_

Address \_\_\_\_\_

Responsible Person in charge of work \_\_\_\_\_

Fax \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Work Location \_\_\_\_\_

Type of work to be performed \_\_\_\_\_

Size of Proposed Opening \_\_\_\_\_

Start of Work \_\_\_\_\_ Completion of Work \_\_\_\_\_ Street  Right of Way

Applicant must attach sketch or plans of proposed work

**Mark Out Number Required Prior To Starting Work \* Backfill Must Be Compacted In 8" Lifts \* e-mail for inquiries and inspections to: [vstevens@holmdeltownship.com](mailto:vstevens@holmdeltownship.com)**

PERMIT FEES: ALL PERMIT FEES ARE CALCULATED IN ACCORDANCE WITH  
CHAPTER 17 OF THE HOLMDEL TOWNSHIP ORDINANCE

**Permit Fees for Residential Properties: Bond Deposit = \$500.00; Application Fee = \$125.00**

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**PERMIT**

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Block \_\_\_\_\_ Lot \_\_\_\_\_ Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Permit # \_\_\_\_\_

Permit Fee Paid: \$ \_\_\_\_\_ Check # \_\_\_\_\_ Bond Deposit Paid: \$ \_\_\_\_\_ Check # \_\_\_\_\_

**You are hereby granted permission to make opening(s) in Township Road or Right of Way to perform work therein as shown above in accordance with and subject to Township Ordinances, which can be accessed at <https://clerkshq.com/holmdel-nj>**

For the Township

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Victor Stevens  
Director of Infrastructure

**HOLMDEL TOWNSHIP  
STREET OPENING PERMIT INSPECTION STATUS REPORT**

WORK SITE ADDRESS: \_\_\_\_\_

PERMIT # \_\_\_\_\_ Request Date \_\_\_\_\_

Date \_\_\_\_\_ Pass  Fail  Inspector \_\_\_\_\_

Re- inspection Date \_\_\_\_\_ Pass  Fail  Inspector \_\_\_\_\_

Approved by: \_\_\_\_\_

Signed Voucher required for Cash Repair Deposit

First Approval \_\_\_\_\_ Second Approval \_\_\_\_\_  
(date and initial) (date and initial)

Comments:

## **CITATION FROM HOLMDEL TOWNSHIP ORDINANCE CHAPTER 17, STREETS AND SIDEWALKS**

### **17-1.24 Excavation and Backfilling Requirements.**

- a. All trench openings shall be neatly saw cut. Unless specifically allowed, in writing, by the Holmdel Road Department for unusual circumstances, no excavation work area shall remain open overnight.
- b. All applications for excavations exceeding four (4) feet in depth shall be accompanied by engineering plans showing how the excavation will be protected from side-wall collapse and damage to adjoining property and structures.
- c. Unless otherwise allowed, the contractor shall backfill all trenches at the end of each working day with suitable materials from the trench excavation or with granular borrow material. Rocks larger than six (6) inches may not be included in backfill. Backfill material shall be deposited in layers and mechanically compacted to a minimum ninety (90%) percent Modified Proctor Density. Consolidation will not be acceptable as a method to achieve the soil densities specified.
- d. The backfilling, replacement of sub-base, and installation of base course shall be completed within twenty-four (24) hours after commencement of work.  
(1976 Code § 41-24; Ord. No. 88-39; Ord. No. 2000-24 § I)

### **17-1.25 Restoration of the Surface.**

- a. *Bituminous Concrete Roads (See Detail "A"\* Attached).*
  1. Following compaction, the permittee shall install no less than six (6) inches of dense graded aggregate followed by eight (8) inches of bituminous stabilized base course to the trench. If the distance from the edge of the excavation work area to the existing curb or roadway edge is less than two (2) feet, the permittee shall be required to excavate to the curb and evenly install six (6) inches of dense graded aggregate followed by eight (8) inches of bituminous stabilized base course in the entire area.
  2. The partially restored pavement shall be allowed to settle for no less than ninety (90) days and no more than one hundred eighty (180) days. The permittee shall have the responsibility to monitor and maintain the trench so that a depression does not develop. If at any time during the settlement period the trench becomes unacceptable in the view of the Holmdel Road Department or Township Engineer, the permittee shall be notified of the condition requiring repair and such repair shall be performed by the permitted within twenty-four (24) hours of such notification by the Holmdel Road Department or Township Engineer. In the absence of such repair, the Township may use bond fees to repair said trench.
  3. Following the period of settlement, the permittee shall be required to mill the excavation work area surface as specified in paragraph 4. below and install no less than two (2) inches of FABC surface course. The permittee shall also be required to provide a tack coat on all existing bituminous concrete surfaces and hot-poured rubber asphalt joint sealer per Section 908 of DOT Standard Specifications for Roads and Bridges.
  4. All longitudinal excavations shall require milling and restoration of the excavation work area extending from the curb or edge of pavement to the center line of the road or a minimum of one (1) foot beyond the outer edges of the excavation, whichever is greater.
  5. All square excavations or longitudinal excavations less than one hundred (100) square feet shall be repaired using infrared thermal bond seamless bituminous pavement patching.
  6. The permittee shall be required to replace any facilities including but not limited to curb, pavement, sidewalk, line striping, etc. that are affected by the excavation and restoration work.
  7. With Township approval, the centerline of road milling and restoration may be offset by the distance necessary to avoid disturbing the existing line striping or markers.
- b. *Granite Paver Crosswalks and Intersections (See Detail "B"\* Attached).*

1. Following compaction, the permittee shall install no less than six (6) inches of dense graded aggregate base course to the trench. If the distance from the edge of the excavation work area to the existing curb is less than two (2) feet, the permittee shall be required to excavate to the curb and evenly install six (6) inches of dense graded aggregate base course in the entire area.

2. Following approval by the Township Road Department or Township Engineer, the permittee shall install 6 x 6 welded wire mesh reinforcement. The permittee will then follow with eight (8) inches of Class "B" concrete bringing the finished trench to within four (4) inches of grade.

3. Following a period of concrete curing, the permittee shall set matching granite pavers on a latex modified mortar setting bed, one and one half (1 1/2) inches thick.

4. The permittee shall be required to replace any facilities, including but not limited to curb, pavement, sidewalk, line striping, etc. that are affected by the excavation and restoration work.

c. *Brick Paver Sidewalks (See Detail "C"\* Attached).*

1. Following compaction, the permittee shall install no less than four (4) inches of dense graded aggregate base course to the trench. The permittee shall maintain a 2.00% slope toward the road or match the existing adjacent slope.

2. The permittee shall follow with matching brick pavers approved by the Department of Public Works, two and one quarter (2 1/4) inch thick on a one and one-half (1 1/2) inch sand setting bed leaving a one-eighth (1/8) inch separation for swept in sand.

3. The permittee shall be required to replace any facilities, including but not limited to curb, pavement, sidewalk, line striping, etc. that are affected by the excavation and restoration work.

d. *Raised Concrete Intersections (See Detail "D\*\*" Attached).*

1. Following compaction the permittee shall install no less than eight (8) inches of dense graded aggregate to the trench. If the distance from the edge of the excavation work to the existing curb is less than two (2) inches, the permittee shall be required to excavate to the curb and evenly install eight (8) inches of dense graded aggregate base course in the entire area.

2. Following approval by the Township Road Department or Township Engineer, the permittee shall install 6 x 6 welded wire mesh reinforcement. The permittee will then install ten (10) inches of Class "B" concrete in accordance with Detail "D" attached.

If at any time during the first two (2) years following restoration the trench becomes unacceptable due to excess settling or other condition which could adversely affect public safety in the view of the Township Road Department or Township Engineer, the permittee shall be notified of the condition requiring repair, and such repair shall be performed within twenty-four (24) hours of such notification.

e. *Maintenance Procedures.* Performance bond will be released when final pavement restoration is approved by the Holmdel Road Department. Such release shall be subject to the permittee agreeing to maintain the restored excavation work area for a period of two (2) years from the date of final approval of the work and posting a maintenance bond to guarantee same. As such, the Township Clerk shall retain as a maintenance guarantee fifty (50%) percent of the cash repair deposit and/or performance guaranty during the two (2) year period.

If an inspection reveals that the restored excavation area becomes in need of repair within the maintenance period, the Holmdel Road Department shall notify the permittee that he must repair the area in accordance with the aforementioned procedure within thirty (30) days from the date of notification or sooner if safety on public conveyances is involved. If the permittee fails to repair the trench within this time limit the Township will utilize the permittee's maintenance guarantee to pay for the cost of the repairs.

Upon termination of the two (2) year maintenance period, any remaining portions of said maintenance guarantee that has not been expended shall be returned to the permittee without interest.

(1976 Code § 41-28; Ord. No. 39-88; Ord. No. 88-39; Ord. No. 2000-24 § I)