



Physical Alteration (Excavation) Permit Application

Submission Requirements:

All excavations and alterations within the City's right-of-way require approval and must comply with City Standards & Specifications. Please provide payment, detailed work plan, and approval from the governing utility entity. Incomplete applications will not be accepted. Permits shall conform to Ordinance 12.08. Approved permits are valid for one (1) year from approval. Contact Engineers@CityOfNewport.com.

Applicant must provide the following information (please print clearly):

Newport, RI 02840

Excavation/Alteration Address with exact location	Latitude / Longitude	Date of Application
Contractor Name	Street	City, State, Zip
Emergency Contact Last Name	First Name	Email
		Emergency Telephone
Work Description: _____		

Type of work:

Gas
 Water
 Sewer
 Electric
 Communication
 Stormwater
 Driveway
 Other: _____
 Excavation under public tree branch drip line (Note 6. Attach Tree Warden Approval Required)

Are any present: Decorative electric street lights (Note 3) Parking meters blocked by this work (Note 4)

- All work must comply with federal, state, and local laws, the Newport Permit Policy, the City of Newport (CoN) Standard Specifications and Details, and permit conditions. All work must comply with the Americans with Disabilities Act. The applicant is solely responsible for maintenance of excavation.
- The permittee hereby agrees to preserve and save harmless the City of Newport and each officer and employee thereof from any liability or responsibility for any accident, loss or damage to persons or property happening or occurring as a proximate result of its negligence or the negligence of its agents, servants, employees or contractors, in the design or performance of any work herein referred to.
- City owned decorative electric street lights are located on America's Cup Ave, Bellevue Ave, Broadway, Charles St, Colonial St, Courthouse St, Duke St, Farewell St, Frank St, John Chaffee Blvd, Lakeview Ave, Long Wharf Mall, Meeting St, Park Pl, Ruggles Ave, Thames St, Touro St, and Washington Square.
- If metered spaces are obstructed from May 1 to November 1, please call (401) 845-5712 to arrange separate payment of additional fees.
- Receipt of payment required prior to submission. All fees payable to the City of Newport and remitted to the City Collections Office.
- The Tree Warden must provide written approval if the proposed excavation is located within the drip line of a tree within the City right-of-way.

Physical Alteration (Excavation) Permit Conditions (Official Use)	
<p>Moratorium Roads shall be reconstructed to full depth from curb to curb for a distance of ten feet on either side of the centerline of the trench in accordance with CoN standard detail 1.01. See DPS website for listing. Contractor is solely responsible for checking.</p>	<p>Sidewalks must be replaced immediately in full panels and constructed per Newport Standards (5" sidewalk, 8" reinforced driveways, and ALL wheelchair ramps shall be 8" reinforced) and Americans with Disabilities Act (ADA). Contact Engineering for inspection.</p>
<p>Belgian block roads shall be catalogued and reset immediately in accordance with CoN standard detail 7.02.</p>	<p>Email Engineers@CityofNewport.com at least two (2) working days in advance of all work to schedule inspection (temporary and permanent).</p> <p><input checked="" type="checkbox"/> Construction methods, materials, concrete forms and/or road preparatory work must be inspected and approved by DPS. Surplus curb delivered to City Yard. Construction Inspection Date: _____</p>
<p>Bellevue Avenue concrete shall be replaced in full slabs in accordance with standard specifications. Sidewalks replaced in-kind. Also, see Note #3, decorative electric street lights.</p>	<p><input checked="" type="checkbox"/> Contractor shall notify DPS when permanent repairs completed. Permanent Repair Date: _____</p>
<p>Utility main projects shall be milled and overlaid to a depth of two inches from edge of pavement to the centerline.</p>	
<p>Broadway (Equality Park to Farewell St) must be reconstructed utilizing Broadway Streetscape materials and standards.</p>	

<p>Approved / Denied</p>	<p>Receipt of Payment</p>		
<table style="width:100%;"> <tr> <td style="width:60%;">Public Services Department Signature</td> <td style="width:40%;">Date</td> </tr> </table>	Public Services Department Signature	Date	
Public Services Department Signature	Date		

Please return the completed application and all supporting information and documentation to the Engineering Office, 3rd floor, City Hall, 43 Broadway, Newport, RI 02840. Please contact Engineers@CityofNewport.com or call (401)845-5481 for questions.

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With this application, please provide proof of payment, a detailed plan/sketch of the proposed work, and approval from the governing utility body to work on said utility. Incomplete applications will not be accepted. Permits shall conform to Ordinance 12.08.

Fee Calculation:

Fixed Engineering Review Fee:		Fixed Flat Rate	=	\$	100.00
Area Fee (Area (square footage) X \$0.50 per sq.ft):	sf	X	\$	0.50	= \$ _____
Road Closure Fee (if applicable)	days	X	\$	100.00	= \$ _____
<hr/>					
Total Cost (non-refundable):			=	\$	_____

Receipt of payment required prior to permit submission. All fees payable to the City of Newport and remitted to the Collections Office on first floor City Hall.

Note. If metered spaces are obstructed from May 1 to November 1, please call (401) 845-5712 to arrange separate payment of this additional fee.

SKETCH of Existing and Proposed Work

Identify streets, driveways, pavement marking/stripping, parking meters, parking spaces, utility poles, hydrants, trees, fences, signs noting the wording, address & plat/lot, dimensions (clearances between house/fence/structures, driveway width at property line and opening at street), north arrow, etc.

CLOSEST SIDE STREET: _____

PROPERTY LINE

STREET CURB/EDGE OF PAVEMENT

CLOSEST SIDE STREET: _____

WORK SKETCH TEMPLATE				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">REVISION DATE: JANUARY 2019</td> <td style="width: 50%; padding: 2px;">SCALE: N/A</td> </tr> <tr> <td style="width: 50%; padding: 2px;">FIGURE</td> <td style="width: 50%; padding: 2px; text-align: center; font-size: 24px;">1.01</td> </tr> </table>	REVISION DATE: JANUARY 2019	SCALE: N/A	FIGURE	1.01
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FIGURE	1.01			

FRONTAGE STREET NAME: _____

CITY OF NEWPORT

DEPARTMENT OF PUBLIC SERVICES

PLOT THE FOLLOWING:

- UTILITY AFFECTED
- HYDRANTS
- UTILITY POLES
- TREES
- TYPE OF SIDEWALK
- AREA OF WORK DIMENSIONS (EXISTING AND/OR PROPOSED)