



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION
EXCAVATION PERMIT
DISTRICT

PERMIT NO:
TOWN/CITY:
ROAD/ROUTE:
DATE:

- District 1, 641 Main St, Lancaster, NH 03584
District 2, 8 Eastman Hill Road, Enfield, NH 03748
District 3, 2 Sawmill Road, Gilford, NH 03249
District 4, 19 Base Hill Road, Swanzey, NH 03446
District 5, 16 East Point Drive, Bedford, NH 03110
District 6, PO Box 740, Durham, NH 03824

I. Pursuant to Chapter 236:9-11 and/or 231:184-186, New Hampshire Revised Statues Annotated, 2007, and amendments thereto, permission is requested to disturb the pavement, shoulders and slopes within the right-of way

- 1) on the side of Route or Road
2) in the town of
3) for the purpose of
4) located (give distance to nearest crossroad and/or other local landmark and include sketch or plan)
5) during the period of dates between and

LOCATION/DESCRIPTION:

As shown on the attached plans, sketches, letters, and notes which shall be made a part of this permit. Construction shall be performed as shown on the attached plans, topographical, and description of work. Any variation shall require prior approval from the District Engineer.

This permit concerns only the type and manner of work to be performed in the New Hampshire Department of Transportation (NHDOT) ROW. NHDOT cannot and does not hereby grant permission to enter upon or utilize any privately owned land.

I/We, Contractor, and I/We, Owner, agree to conform to the

NHDOT Standard Specifications for Road and Bridge Construction (Standard Specifications), as revised, the following provisions, instructions and regulations in processing the work under this request, and to any additional instructions issued by the District Engineer or designee during the process of the work.

STATE LAW REQUIRES THAT "DIG SAFE" BE NOTIFIED 72 HOURS IN ADVANCE OF EXCAVATION. CONTACT DIG SAFE BY TELEPHONE: 1-888-344-7233.

THE DISTRICT OFFICE MUST BE NOTIFIED AT LEAST FORTY EIGHT (48) HOURS BEFORE PERFORMING ANY WORK. A COPY OF THIS PERMIT SHALL BE PRESENT AT THE WORK SITE AT ALL TIMES.

- 1. Photographs or videos in sufficient detail to show the existing condition of the area to be disturbed within the ROW shall be furnished to the District Engineer prior to the start of work. Photographs of all State underground structures shall be taken just prior to backfill and furnished to the District Engineer.
2. No work in the highway ROW shall be permitted during the following conditions:
a. Inclement weather.
b. The hours of darkness\*.
c. Saturdays, Sundays or Holidays. \*\*
d. During the period from November 15th to April 15th. \*\*
\* Work after dark may be permitted at the discretion of the District Engineer if adequate lighting is in place and is sufficient to protect the traveling public and workers.
\*\* Work during these periods may be permitted at the discretion of the District Engineer.

- 3. Traffic must be maintained in accordance with the Manual on Uniform Traffic Control Devices (MUTCD), as revised during the performance of the work. Traffic shall be protected by suitable barricades, standard warning and advance warning signs, uniformed officers, as appropriate, and/or flaggers during performance of the work, and proper lighting at night. All signs shall be kept clean and in good repair.
- 4. Detour of state highway traffic requires prior approval by the District Engineer and shall be in accordance with an approved Traffic Control Plan.
- 5. All temporary yellow centerline overlay markers in place on two-way roadways prior to placement of full MUTCD standard pavement markings shall be removable. The temporary overlay markers shall be placed in pairs, separated by a lateral space of approximately three (3) inches, using a maximum spacing of eighty (80) feet. On sections of roadway with severe curvature, lesser spacing should be used so that at least three (3) pairs of markers are visible to approaching traffic at all times. Temporary overlay markers shall be removed following placement of standard pavement markings.
- 6. During the hours the job is inactive, a standby crew shall be available in case they are needed for the protection and maintenance of traffic. One or more telephone numbers, which will reach the standby crew, shall be furnished to the following people: local NHDOT District Dispatch, NHDOT Transportation Management Center, local police chief, local superintendent of public works or road agent (if the project is municipally owned), and the local NHDOT highway patrolman foreman.

The standby contact people will be: (List two)

NAME: \_\_\_\_\_

TEL# (DAY): \_\_\_\_\_

TEL# (NIGHT): \_\_\_\_\_

CELL#: \_\_\_\_\_

- 7. The Contractor shall be responsible for the acquisition of all other applicable permits and compliance with all local, state or federal rules, ordinances, and regulations.
- 8. The Contractor shall be responsible for the construction and maintenance of all necessary sediment and erosion control facilities required to protect storm water runoff.
- 9. In areas where the pavement is to be excavated, it shall be neatly and uniformly cut, with square edges by machine, at each side of all trenches. Every precaution shall be used to prevent undermining of the remaining pavement, utilizing sheeting as required, to prevent cave-in. Undermined areas inadvertently developed shall have the projecting pavement cut square and removed.
- 10. Excavation and handling of material shall be performed in a manner that will minimize trench width and the possibility of cave-ins. The pavement and base course materials are to be discarded. Excavation below subgrade is to be saved and used for backfill to prevent differential frost heaving. Any blasting required shall be cautiously performed to minimize disturbance beyond the trench limits. Overburden shall be removed prior to blasting. All blasting operations shall be performed in accordance with the Standard Specifications Section 203.
- 11. All backfill material in trenches and below base courses shall consist of excavated material suitable for backfill as defined in Standard Specifications, Section 603. All backfill shall be compacted at or near optimum moisture content, in layers not exceeding six (6) inches compacted thickness, using pneumatic tampers, vibratory compactors, or other approved means. The material shall be compacted to not less than ninety five (95) percent of maximum density as determined by AASHTO T99 (Standard Proctor Test). Water shall be uniformly applied during compaction in the amount necessary for proper compaction.

12. Within paved areas, crushed gravel, Standard Specifications Section 304, or approved equal to the existing gravel course, shall be placed in layers not exceeding six (6) inches compacted thickness, and thoroughly compacted. An approved bituminous plant mix, Standard Specifications Section 401, shall be placed the same day and carefully graded and rolled to the adjacent pavement grade, as a temporary patch. Just before completion of the project and after suitable exposure of temporary patches to traffic compaction, the pavement shall be sawn, as directed, on either side of the trench to provide a two (2) foot minimum overlap of the final patch on undisturbed material. Within the sawn limits, the existing pavement and temporary patch material shall be removed, the sawn edges tack coated, and the material replaced with an equal depth, but not less than four (4) inches, of hot bituminous concrete, placed as directed, and compacted to meet the existing pavement edge exactly. Finished pavement must replicate the original pavement design including normal crown, superelevations, and breaks in superelevated shoulders. Saw cuts for final patching shall be as directed by the District Engineer. In all cases, trench is to be flush with the existing pavement at the end of each working day.
13. Shoulders, other than paved, disturbed during the construction, shall be restored by providing a similar depth of crushed bank run gravel which shall be graded and compacted on a slope to match the cross slope of the existing roadway shoulder or as directed by the District Engineer.
14. In other areas, the present surface type shall be restored, by placing similar material, to a minimum depth and quality equal to or exceeding the existing depth before excavation. Reestablish existing grassland to equal what existed before excavation. Reestablish lawns to pre-construction condition, using a minimum of four (4) inches of loam, lime, fertilizer, similar seed, and mulch. The surface shall be reasonably smooth, free of stones larger than two (2) inches or debris, and be graded to drain. Existing topsoil removed from within the ROW shall only be reused within the DOT ROW and not as topsoil on properties beyond the ROW, or as otherwise approved by the District Engineer.
15. No trench shall be left open at night or over weekends. Suitable unrestricted ingress and egress to properties abutting the highway shall be maintained at all times. Two-way traffic shall be maintained at all times during nights, weekends, and holidays.
16. Any future surface distortion within the trench area, due to settlement or other causes attributable to the construction shall be corrected as required during construction and for a period of two (2) years following the acceptance of the project by NHDOT.
17. The roadway shall be cleared of all foreign material at the end of each working day or as directed by the District Engineer.
18. Equipment must be removed to a minimum distance of eight (8) feet from the edge of pavement during weekends, holidays, and periods of shutdown. The contractor shall provide MUTCD approved delineation of all non-active construction equipment left unattended within the roadway clear zone. Suitable barricades shall be erected to properly protect the work areas. Periodic maintenance of signs during periods of shutdown is required to restore blown over or missing signs, cones, and other traffic control devices. Routine NHDOT maintenance operations shall not be hindered by the Contractor's activities.
19. Pipe, equipment, and supplies shall not be stored within the NHDOT ROW without prior approval by the Engineer. Pipe or materials shall not be laid out ahead of construction.
20. Excavation dewatering shall not be pumped onto the State highway pavement. The Contractor may be required to plow, salt, and/or sand any portion of the State highway that becomes encumbered due to the Contractor's operations. NHDOT snow removal and maintenance operations shall not be impeded.
21. The District Engineer shall have the right to suspend any or all construction activities, which, in the District Engineer's opinion are unsafe to the traveling public.

22. Damage to existing drainage structures and systems shall be repaired in a manner approved by the District Engineer. Methods and materials utilized shall be subject to prior approval. Drainage structures or systems shall be cleaned of all material that has accumulated as a result of the work.
23. Damage resulting from work or detoured traffic to the roadway shall be repaired to the District Engineer's satisfaction.
24. If a highway sign or guardrail must be moved to allow construction of the facility, said sign and guardrail shall be reinstalled or replaced at the location of removal at the end of each work day or replaced by approved temporary devices pending permanent installation.
25. The District Engineer may inspect, test, or monitor any and all of the Contractor's activities within the highway ROW to insure compliance with this permit.
26. Following completion of the construction activities, the District Engineer or their agent will field review the work area for general conformance to Department standards for construction within the DOT ROW. Final acceptance may be reasonably withheld should the work not be completed in an acceptable manner and in accordance with the terms of this permit.
27. All excavated topsoil, or in the absence of topsoil the top 6 inches of soil, within the limits of state ROW shall be properly re-used within the limits of the state ROW. All temporary stockpiles of the re-use material shall be located within the state ROW, or as otherwise approved by the District Engineer.
28. The Contractor shall be solely responsible for the handling, transport and disposal of any surplus material generated by their project and shall comply with all federal, state and local laws, ordinances and rules in doing so.
29. The Owner shall, upon project completion, submit a complete set of "as-built" drawings to the District Engineer.

II. I/We, the Contractor, agree to save harmless the State of New Hampshire from any and all claims arising from the construction, trench settlement, pavement damage or other deficiencies attributable to the said construction for a period of two (2) years following acceptance of the project by NHDOT.

I/We, the Contractor/Owner, agree to assume such additional cost as the State may incur by reason of failure to perform this work in the manner prescribed above and in accordance with said plans and specifications, and are familiar with the penalty imposed by Chapter 236, and amendments thereto.

I/We, the Contractor, agree to furnish prior to the start of work a continuing Surety Bond in the amount of \$\_\_\_\_\_ dollars guaranteeing the fulfillment of the provisions, instructions, and regulations prescribed herein, and any later instructions that may be issued by the District Engineer during the performance of the work. Following the acceptance of the project by NHDOT, the bond amount may be reduced to \$\_\_\_\_\_ dollars guaranteeing satisfactory maintenance of the disturbed areas for a period of two (2) years.

I/We, the Contractor/Owner, certify that the property does not have any illicit or unauthorized drainage connections to the NHDOT Storm water drainage system. An illicit discharge is any direct or indirect discharge to the NHDOT drainage system that is not composed entirely of storm water. Illicit discharges include, without limitation, sewage, process wastewater, or wash water and any connections from floor drains, sinks, or toilets.

I/We, the Contractor/Owner, agree to reimburse the State of New Hampshire fully for the services of a State Inspector(s) when assigned to this project to insure compliance with the terms of this permit.

(PLEASE PRINT)

CONTRACTOR: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_  
 CITY, STATE & ZIP: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_ TEL. NO.: \_\_\_\_\_

III. I/We, the Owners, agree to save harmless the State of New Hampshire from any and all claims arising from the construction, maintenance, and operation of the said facility and its appurtenances and agree to obtain permits from the District Engineer before performing any future excavation for maintenance or renewal of the facility or appurtenances thereto within the ROW limits.

I/We, the Owners, agree to assume such additional cost as the State may incur due to the maintenance, operation, renewal, or extension of said facility or appurtenances thereto within the highway limits.

I/We, the Owners, understand and agree that this permit is for the right of construction, operation, and future maintenance of the said facility. Occupancy is by sufferance only, with the State reserving the right to require, in event of future alterations of the highway or highway ROW, certain alterations, relocations or complete removal of said facility.

I/We, the Owners, agree to perform required alterations, relocations or removal of said facility promptly and at our own expense upon notification by the State.

Where Applicable, in accordance with RSA 72:23, I(b), this agreement is made between the parties subject to the condition that the Owner/Operator shall pay all properly assessed real and personal property taxes. Failure of the Owner/Operator to pay duly assessed personal and real taxes when due shall be cause to terminate this agreement. In accordance with the requirements of RSA 72:23, I(b), the Owner/Operator shall be obligated to pay real and personal property taxes on structures or improvements added.

(PLEASE PRINT)

OWNER: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_  
 TOWN/CITY, STATE & ZIP: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_ TEL. NO.: \_\_\_\_\_  
 24 HOUR CONTACT PERSON: \_\_\_\_\_ TEL. NO.: \_\_\_\_\_

IV. Permission for the above described construction, maintenance and operation is granted, subject to the instructions, regulations, conditions, and agreements above.

This permit does not abrogate the rights of abutting Owners.

WORK TO BEGIN: \_\_\_\_\_ WORK TO END: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_  
 DISTRICT ENGINEER, FOR DIRECTOR OF ADMINISTRATION,  
 NH DEPARTMENT OF TRANSPORTATION

Permit No. \_\_\_\_\_

Before using permit, the *Contractor shall notify the District Office and Patrol Foreman:*

DISTRICT OFFICE TEL.: \_\_\_\_\_

PATROL FOREMAN NAME: \_\_\_\_\_

PATROL FOREMAN TELEPHONE: #: \_\_\_\_\_

DISTRIBUTION: District Office, Patrol Foreman, Utility Owners and Contractor

**ADDITIONAL REQUIREMENTS**

Additional Requirements Attached



State of New Hampshire – Department of Transportation  
**ENVIRONMENTAL DOCUMENTATION  
 CHECKLIST**

Excavation Permit, Encroachment Permit, and Driveway Permit Applicants are responsible for evaluating their project(s) for impacts to the environment and verifying compliance with all applicable laws, rules, and regulations. This checklist is intended to provide a summary of the environmental evaluation undertaken by the Applicant. In addition to completing this checklist, the Applicant is responsible for securing all necessary environmental permits and approvals. Issuance of the Excavation Permit, Encroachment Permit, or Driveway Permit is not an indication that the NH Department of Transportation (the Department) concurs with, or approves the environmental evaluation performed by the Applicant or the Applicant's designee(s). All Applicants must provide applicable information and documentation associated with this checklist prior to issuance of the excavation or encroachment permit for the Department's record.

- Disturbed Area (This includes, but may not be limited to any excavation and/or vegetation clearing)
- Provide total square footage of land disturbance:
  - Consult NHDES, and/or visit the link provided, to determine if your project will require an AOT permit (<https://www.surveymonkey.com/r/?sm=u5SDvBCP0R2ThzxF3f2E%2fQ%3d%3d>). Provide the Alteration of Terrain (AOT) Permit Number, if an AOT permit is required:
  - National Pollutant Discharge Elimination System (NPDES) Notice of Intent Tracking Number, if disturbing over 1 acre of land:
- Cultural and/or Historic Resources
- Work conducted within 25 feet of a cemetery will comply with RSA 289:3.
  - Work that impacts stone walls or other boundary markers will comply with RSA 472:6.
  - Provide the New Hampshire Department of Historic Resources (DHR), Request for Project Review (RPR) file number (<http://www.nh.gov/nhdhr/review/rpr.htm>) for projects that utilize any state or federal funds, or require a state or federal permits (i.e. wetlands permit):
- Endangered Species - Attach to this checklist documentation of concurrence, as applicable, from the following agencies/groups:
- NH Natural Heritage Bureau (NHB), Use the [NHB DataCheck Tool](https://www2.des.state.nh.us/nhb_datacheck/signin.aspx) ([https://www2.des.state.nh.us/nhb\\_datacheck/signin.aspx](https://www2.des.state.nh.us/nhb_datacheck/signin.aspx)) for online inquiries.
  - US Fish & Wildlife Service, Use the 'Information for Planning and Conservation' (IPaC) tool (<http://ecos.fws.gov/ipac/>) for online inquiries.
  - NH Fish & Game Department, as necessary should there be concerns identified through either the IPaC tool, or NHB review.
- Floodplains/Floodways - Attach to this checklist documentation of concurrence from the following:
- NH Office of Energy and Planning (OEP) Floodplain Management Program, for a project that encroaches on regulatory floodway; creates new obstructions in the 100 year floodplain; or alters any drainage patterns.
- Wetlands/Water Quality – Permits must be obtained for any project that impacts wetlands/areas under the jurisdiction of RSA 482-A. If your project impacts wetlands or other RSA 482-A jurisdictional areas, complete the following
- NH Department of Environmental Services (NHDES), Wetlands Permit number:
  - Army Corps of Engineers, Wetlands Permit number:
  - NHDES Shoreland Permit number:
- Contamination - Perform a [NHDES OneStop](http://www2.des.state.nh.us/gis/onestop/register.asp) Web GIS search (<http://www2.des.state.nh.us/gis/onestop/register.asp>) to identify any potential contamination and/or known remediation sites (active or closed) within 1,000 feet of the project, and/or impacts to known asbestos disposal sites (ADSs).
- NHDES site number(s):
- Invasive Plant Species – Activities that disturb invasive plants or their root systems must comply with Prohibited Invasive Plant Species Rules ([Agr 3800](#)), and the NHDOT manual 'Best Management Practices for Roadside Invasive Plants'.
- Provide a map/plan showing locations of known invasive plant populations within the project area.

***I, the undersigned, take responsibility for the above reviews. To the best of my knowledge and ability, the information represented in this document is accurate, and in conformance with applicable rules and regulations at the time of submission.***

**Owner / Agent of Owner Signature** \_\_\_\_\_

**Date** \_\_\_\_\_