



Salem Municipal Services
Engineering Division
Tel. (603) 890-2030 Fax: (603) 898-1223
Permit Application

This application must be filled out in its entirety in order to obtain a permit. Work shall not start until a valid permit has been issued. The contractor must have the necessary Bond and copies of Certificate of Insurance for General Liability and Workman's Compensation Insurance on file with the Town of Salem Engineering Division. It is the contractor's responsibility to notify the Engineering Division and Utility Division a minimum of forty-eight (48) hours in advance of starting the work to schedule an inspection.

Property/Location Information: Application Date: _____

Name of Owner: _____ Description of Work: _____

Property Address: _____

Map: _____ Lot: _____ Phone #: _____

Building Type: New Existing Residential Commercial Industrial

Contractor Information:

Contractor: _____

Mailing Address: _____ City/Town: _____

State: _____ Zip Code: _____ Phone #: _____ Emergency #: _____

Work Start Date: _____ Work End Date: _____

Dig Safe #: _____ Sight Distance: _____
(Street Opening – Continued on Back) (Driveway Permit Only)

Check below permit type applying for.

Note only one permit type allowed per application.

Traffic Management Plan Approval

Police Department: _____

	Permit Type	Fee	Bond Type	Bond Amount
<input type="checkbox"/>	Driveway	No Charge	Utility	\$1,000
<input type="checkbox"/>	Gas Service	\$200	Street Opening	\$5,000
<input type="checkbox"/>	Grease Interceptor	\$100	Utility	\$1,000
<input type="checkbox"/>	Sewer	No Charge	Utility	\$1,000
<input type="checkbox"/>	Street Opening	\$350	Street Opening	\$5,000
<input type="checkbox"/>	Water	No Charge	Utility	\$1,000

Please note if work includes going into any part of the right-of-way a \$5,000 Street Opening bond is also required.
For Street Opening Permit additional bonding may be required depending on extent of excavation.

By undersigning, the Permittee acknowledges that he/she has read and hereby agrees to abide by the Town of Salem Street Excavation Permit Regulations. The Permittee, as a condition of the permit, shall agree to indemnify and protect the Town of Salem against any and all liability, claims or demands for injuries or damage, including claims for loss of interruption of business in cases where the encumbrance or construction impedes the flow of traffic to any person or property arising out of activities of the Permittee, its servants, employees, agents, representatives or sub-contractors. The Town of Salem in no case assumes any responsibility or liability by reason of granting this permit.

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.

Permittee Signature: _____

Street Opening (Continued):

Has plan been filed? Yes No Current Certificates of Insurance and Bond on file? Yes No

Excavation Location: _____

Excavation Type: Open Cut Other: _____

Approximate Excavation Size:

Length _____ Width _____ Sq. Ft. _____ Depth _____

Total Sq. Ft. Pavement Impact: _____

(Impacts to asphalt pavement, concrete, brick, or other durable surface areas within the public right-of-way)

Total Sq. Ft. Infrastructure Impact: _____

(Impacts to sidewalks, grassed areas, and other non-pavement areas within the public right-of-way)

Town Use Only:

Fees: New Permit Renewal

Administration and Inspection Fee: \$ _____ \$350 _____ (Non-Refundable)

Street Damage Fee:

_____ ft² x \$7.50/ ft²: \$ _____

Infrastructure Damage Fee:

_____ ft² x \$5.00/ ft²: \$ _____

Pavement Life Reduction Factor: \$ _____

<2 yrs old – 3 x street damage fee

2-5 yrs old – 2 x street damage fee

>5 yrs old – no pavement life reduction factor

Total Due: \$ _____

Field Verification of Excavation Size: _____

Additional Fees: \$ _____

Final Approval: _____

Date: _____