

Township of Egg Harbor

Office of Township Clerk

3515 Bargaintown Road ■ Egg Harbor Township NJ 08234 ■ 609.926.4085 ■ 609.926.4104 (fax)

APPLICATION FOR CURB AND SIDEWALK PERMIT

Permission is hereby requested to construct curbs and sidewalks described herein subject to the requirements of Chapter 195, Article IV, Code of Egg Harbor Township

APPLICANT INFORMATION

Date: _____

Name of Applicant: _____

Contact Person (if different): _____

Mailing Address: _____

City/State/Zip: _____

Phone Number: _____ Email Address: _____

PROPERTY & OWNER INFORMATION

Worksite Location: _____

Block(s)/Lot(s): _____

Property Owner: _____

Owner's Address: _____

City/State/Zip: _____

Owner's Phone Number: _____ Owner's Email Address: _____

INSTALLATION INFORMATION

Name of Contractor: _____

Contractor's Address: _____

City/State/Zip: _____

Description of Work (check all that apply): Curb Sidewalk Driveway Apron

Expected Date of Installation: _____ Expected Date of Completion: _____

ADDITIONAL DOCUMENTS REQUIRED

- Attach two (2) copies of a sketch/drawing with pertinent details drawn by a professional engineer of the State of New Jersey to a scale sufficient to show clearly the proposed work
- Attach a copy of the pertinent section of the Tax Map with the area of excavation highlighted

§ 195-3. Application procedure.

A. A written application for the issuance of a street opening permit and/or road closure/detour shall be obtained from the Township Clerk. The application shall state the name and address of the applicant, the estimated dates of commencement, completion and restoration of the excavation and such other documentation as may be requested by the Township Clerk and/or Township Engineer.

B. All applications shall have attached two copies of a sketch/drawing with pertinent details drawn by a professional engineer of the State of New Jersey and must be drawn to a scale sufficient to show clearly the proposed work. The applicant shall also attach a copy of the pertinent section of the Tax Map with the area of excavation highlighted, when requested. Plans shall show horizontal location details and a vertical benchmark when necessary and all utilities within 25 feet of the proposed work. The sketch/drawing shall indicate the type of existing road surface to be disturbed and the proposed surface restoration details, including cross sections. The drawing shall provide the distance to the nearest intersection, North arrow, scale and dimensions of the proposed area to be excavated. Utility companies may use an unlicensed engineer acceptable to the Township Engineer. If the sketch/drawing is prepared by CAD, the applicant shall submit a copy of the plans in digital format. The digital files shall be compatible with AutoCAD or submitted in dxF format. All digital media should be on CD-ROM Media.

C. The permittee has the additional responsibility of obtaining a separate permit in accordance with N.J.S.A. 2A:170-69.4 through 2A:170-69.6 when the proposed excavation is located within 200 feet of a gas pipeline, and all permits issued by the Township Engineer are subject to the issuance of said separate permit. The applicant is further responsible for contacting all other local utilities to determine whether any property or facilities of the utilities are located in the vicinity of the proposed excavation site and, if so, the applicant is obligated to comply with any statutes or regulations pertaining thereto.

D. All applicants are also responsible for providing construction warning signs and lights in accordance with the Manual on Uniform Traffic Control Devices. Any proposed detours or road closings within the municipality, whether it be county or state highways, must be submitted to the Egg Harbor Township Police Department and Egg Harbor Township Engineer's office for approval prior to the application for road opening or road closings/detours. A separate sketch detailing any proposed detours or lane restrictions shall be submitted prior to the permit being issued if required by the Police Department or Engineer's office.

Signature of Applicant of Contractor: _____

Dated: _____

TO BE COMPLETED BY ENGINEER

Surety Estimate (Perf Guaranty)	\$ _____	Application Fee	\$ _____
Inspection Fee	\$ _____	Insurance Requirements	\$ _____
Time Limit for Construction	_____	<input type="checkbox"/> Days	<input type="checkbox"/> Weeks <input type="checkbox"/> Months
Special Instructions	_____		
		Initials	_____
		Date	_____

TO BE COMPLETED BY TOWNSHIP CLERK

SURETY/GUARANTEE	<input type="checkbox"/> Not Required	<input type="checkbox"/> Required	Amount \$ _____
	<input type="checkbox"/> Letter of Credit	<input type="checkbox"/> Performance Bond	
	<input type="checkbox"/> Check	No./Date _____	Amount \$ _____
APPLICATION FEE	<input type="checkbox"/> Not Required/Waived	<input type="checkbox"/> Provided	Amount \$ _____
INSPECTION FEE	<input type="checkbox"/> Not Required/Waived	<input type="checkbox"/> Provided	Amount \$ _____

Completed by: _____ Dated: _____

OFFICE USE ONLY

APPLICATION NO.	_____	TO ENGINEER	_____
APPLICATION FEE	\$ _____	INSPECTION FEE	\$ _____
PERMIT NO.	_____	PERMIT ISSUE DATE	_____

Chapter 195. STREETS AND SIDEWALKS

Article IV. Curb and Sidewalk Construction

§ 195-19. Construction of curbs and sidewalks required.

- A. No person, persons, firm, firms, corporation or corporations shall erect any dwelling, business or industrial structure to be used or occupied in any manner whatsoever in the Township of Egg Harbor without constructing curbs and sidewalks along all street frontages of the property on which the building or structure is to be located. Property located in the CRW and RA Zoning Districts are exempt from this requirement.
- B. A curb and sidewalk permit application shall be filed with the Township Clerk. All appropriate prerequisites pursuant to Article I of this chapter, including, but not limited to, application procedures, insurance requirements, fees and bonding requirements and any other reasonable documentation as determined by the Township Clerk and/or Township Engineer will be required prior to the issuance of any permit.

§ 195-20. Building permit.

Every application for a building permit shall, on the plot plan submitted therewith, indicate the location of existing curbs and sidewalks, the location of proposed curbs and sidewalks; and if required, pavement.

§ 195-21. Lines and grades.

Before applying for a building permit, each applicant governed by the provisions of this article shall obtain from the Township Engineer lines and grades, and all sidewalks, curbs and road improvements made shall be to the line and grade so established by the Township Engineer.

§ 195-22. Specifications.

All curbs, sidewalks and pavements constructed pursuant to the provisions of this article shall be constructed in accordance with the specifications governing that type of work heretofore or hereafter approved by the Township.

§ 195-23. Certificate of occupancy; completion of curbs, sidewalks and landscaping.

No certificate of occupancy for any new construction shall be granted by the Construction Official and/or Zoning Officer until the required curb, sidewalks, pavement and landscaping are completed and approved as to location, grade, materials and workmanship after inspection thereof by a designated Township official. "Landscaping," as defined herein, shall mean the placement of sod or any other ground cover which would appropriately stabilize the soil in accordance with Township specifications.

§ 195-24. Payment in lieu of installation.

- A. A payment in lieu of installation of the required improvements can be made if one of the following conditions is met, as determined by the Township Engineer:
- (1) If the residential property is located along a county right-of-way and as a condition of approval the County of Atlantic requires the widening of the roadway.
 - (2) The improvement to be installed for the residential property will create an adverse impact to the stormwater collection/drainage in the area as determined by the Township Engineer.
 - (3) If the existing road's profile is likely to be altered by a future Township road reconstruction project so the property height of curbs and gutters cannot be determined now.
 - (4) If the portion of the right-of-way where the curbs and sidewalks would be installed has significant or unique vegetation or forestation that would be destroyed by the installation of either curbs or sidewalks. A waiver for either or both could be granted.
 - (5) When the paving of the existing road surface is not centered in the right-of-way and the installation of the curbs would result in a diminished width of the existing paving.
 - (6) If the right-of-way is less than 50 feet wide and the installation of curbs and sidewalks cannot be done without the applicant deeding property or granting an easement to the Township.
- B. When a waiver under any of these conditions is granted, the property owner shall pay to the Township an amount that would be held by the Township for an improvement to be made in the future by the Township. The Township Engineer will determine the amount of the in-lieu payment based on the length of the improvement that would have been required to be installed.

§ 195-25. Violations and penalties.

Violation of any provision of this article shall, upon conviction thereof, be punished by a minimum fine of \$100 or a maximum of \$2,000 or by imprisonment for a term not exceeding 90 days or by a period of community service not exceeding 90 days. Each and every violation shall be considered a separate violation. Any person who is convicted of violating the provisions of this article within one year of the date of a previous violation and who was fined for the previous violation may be sentenced by the Court to an additional fine as a repeat offender. The additional fine imposed as a repeat offender shall not be less than the minimum or exceed the maximum fine provided herein, and same shall be calculated separately from the fine imposed for the violation of this article.



Memorandum

To: Applicants for Curb and Sidewalk Permits

From: James A. Mott, PE
Township Engineer

Egg Harbor Township requires that all applicants for curb and sidewalk permits shall include a drawing that meets the following requirements:

- Drawn and sealed by a professional engineer of the state of New Jersey (2 Copies).
- Drawn to a scale that clearly shows the proposed work
- Shows all existing and proposed topography including cross sections along the frontage of the subject lot and extending 100 feet in both directions from the property lines
- Shows north arrow and lot dimensions.
- Shows all dimensions for curb and sidewalks from the property line.
- Shows all utilities within 25 feet of the proposed work.
- Shows the type and condition of existing road surface.
- Shows the proposed surface restoration that conforms to the requirements of Egg Harbor Township. (6" I-5 gravel, 3" I-2 stabilized base, 2" I-5 Bituminous concrete top course.)
- Unpaved areas shall show erosion control measures such as topsoil and seeding.
- Shows all construction details for curbs sidewalks and aprons.
- Shows vertical control benchmarks.
- Shows proposed elevations of top of curb and gutter at least every 50 feet.
- Shows all existing curbs, sidewalks, retaining walls and other features of adjacent lots that may affect the curbs and sidewalks on the subject lot.
- When stormwater will be trapped by the proposed construction, shows proposed stormwater management systems and design calculations for type III rainfall with a storm frequency for a 10 year, 24-hour storm that will accommodate the total runoff from the length of the property where curb and sidewalk will be installed for half the width of the roadway.
- Other _____

* Any application that is not accompanied by a drawing that meets these requirements will not be approved and will be returned.

* Field survey will not be completed until all front property corners are set.