



CITY OF MELROSE

562 Main Street
Melrose, MA 02176
Phone: 781-979-4172

Permit Number	
Date Issued	
Expiration Date	

GENERAL CONSTRUCTION/ UTILITY SERVICE PERMIT

- ☐ WATER ☐ SEWER ☐ GAS ☐ SEWER SERVICE LINING
☐ CURB CUT ☐ DRIVEWAY ☐ OTHER _____

THIS PERMIT MUST BE FULLY COMPLETED PRIOR TO CONSIDERATION. SEE FEE SCHEDULE.

Name of Applicant/Owner			Email:		
Street Address			Phone/Cell:		
City/Town	State	ZIP			
Name of Contractor (if different from applicant)			Email:		
Street Address			Phone/Cell:		
City/Town	State	ZIP	Gas CO Work Order # (if applicable):		
Location of work (if different from Owner):			Pavement restoration required (to be filled in by City):		
Description, location and purpose of proposed work			Include sketch below or attach to permit		
Date(s) of proposed work:			Plans Dated:		
Is this work for a NEW water or sewer service? Y N					
Does work require a trench permit Pursuant to G.L. c. 82A §1 and 520 CMR 7.00 et seq. (as amended)? Y N					
Trench Dimensions (ft): Length Width Depth					
THE INFORMATION BELOW MUST BE PROVIDED					
Name of Competent Person (as defined by 520 CMR 7.02):					
MA HOISTING LICENSE # _____ MA CONTRACTOR LICENSE # _____					
LICENSE GRADE _____					
LICENSE EXPIRATION DATE _____					
Insurance Certificate Attached <input type="checkbox"/> YES <input type="checkbox"/> NO					
DIG SAFE # _____					

SIGN OFF FOR CITY OF MELROSE PUBLIC WORKS DEPARTMENT PERMIT Page 2 of 2

BY SIGNING THIS FORM, THE APPLICANT, OWNER, AND EXCAVATOR ALL ACKNOWLEDGE AND CERTIFY THAT THEY ARE FAMILIAR WITH, OR, BEFORE COMMENCEMENT OF THE WORK, WILL BECOME FAMILIAR WITH, ALL LAWS AND REGULATIONS APPLICABLE TO THE WORK PROPOSED, INCLUDING OSHA REGULATIONS, G.L. c. 82A, 520 CMR 7.00 et seq., AND ANY APPLICABLE MUNICIPAL ORDINANCES, BY-LAWS AND REGULATIONS AND THEY COVENANT AND AGREE THAT ALL WORK DONE UNDER THE PERMIT ISSUED FOR SUCH WORK WILL COMPLY THEREWITH IN ALL RESPECTS AND WITH THE CONDITIONS SET FORTH.

THE UNDERSIGNED OWNER AUTHORIZES THE APPLICANT TO APPLY FOR THE PERMIT AND THE EXCAVATOR TO UNDERTAKE SUCH WORK ON THE PROPERTY OF THE OWNER, AND ALSO, FOR THE DURATION OF CONSTRUCTION, AUTHORIZES PERSONS DULY APPOINTED BY THE MUNICIPALITY TO ENTER UPON THE PROPERTY TO MONITOR AND INSPECT THE WORK FOR CONFORMITY WITH THE CONDITIONS ATTACHED HERETO AND THE LAWS AND REGULATIONS GOVERNING SUCH WORK.

THE UNDERSIGNED APPLICANT, OWNER AND EXCAVATOR AGREE JOINTLY AND SEVERALLY TO REIMBURSE THE MUNICIPALITY FOR ANY AND ALL COSTS AND EXPENSES INCURRED BY THE MUNICIPALITY IN CONNECTION WITH THIS PERMIT AND THE WORK CONDUCTED THEREUNDER, INCLUDING BUT NOT LIMITED TO ENFORCING THE REQUIREMENTS OF STATE LAW AND CONDITIONS OF THIS PERMIT, INSPECTIONS MADE TO ASSURE COMPLIANCE THEREWITH, AND MEASURES TAKEN BY THE MUNICIPALITY TO PROTECT THE PUBLIC WHERE THE APPLICANT OWNER OR EXCAVATOR HAS FAILED TO COMPLY THEREWITH, INCLUDING POLICE DETAILS AND OTHER REMEDIAL MEASURES DEEMED NECESSARY BY THE MUNICIPALITY.

THE UNDERSIGNED APPLICANT, OWNER AND EXCAVATOR AGREE JOINTLY AND SEVERALLY TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE MUNICIPALITY AND ALL OF ITS AGENTS AND EMPLOYEES FROM ANY AND ALL LIABILITY, CAUSES OR ACTION, COSTS, AND EXPENSES RESULTING FROM OR ARISING OUT OF ANY INJURY, DEATH, LOSS, OR DAMAGE TO ANY PERSON OR PROPERTY DURING THE WORK CONDUCTED UNDER THIS PERMIT.

SPECIAL REQUIREMENTS

- ALL WORK IS TO BE PERFORMED IN ACCORDANCE WITH CITY OF MELROSE ORDINANCES AND DPW DESIGN AND CONSTRUCTION STANDARDS
- TRENCH GUARANTEE REQUIRED FOR 1 YEAR FROM ACCEPTANCE OF COMPLETED WORK
- CONTRACTOR SHALL HANDLE AND DISPOSE OF ALL MATERIALS, INCLUDING HAZARDOUS MATERIALS, IN ACCORDNACE WITH FEDERAL, STATE, AND LOCAL LAWS
- ALL WATER SERVICE WORK REQUIRING SERVICE SHUT-OFF MUST BE SCHEDULED THROUGH THE WATER DIVISION **72 HOURS PRIOR** TO PERFORMING THE WORK (UNLESS EMERGENCY). CONTRACTORS SHALL NOT TOUCH VALVES OR HYDRANTS UNDER ANY CIRCUMSTANCES. CALL 781-979-4175 TO SCHEDULE.
- FOR GAS COMPANY PROJECTS, ATTACH WORK ORDER TO PERMIT

APPLICANT'S SIGNATURE: _____ DATE: _____

CONTRACTOR'S SIGNATURE: _____ DATE: _____

OWNER'S SIGNATURE: _____ DATE: _____

DO NOT WRITE BELOW THIS LINE - FOR CITY OF MELROSE DPW ONLY

PERMIT ISSUED BY: Engineering Division

RESTORATION REQUIRED: _____

FEE CALCULATION: _____

FEE REC'D: \$ _____ BOND REC'D: \$ _____ INSURANCE REC'D: Y N

APPROVED BY: _____

DATE: _____

City of Melrose Permitting Authority