

Borough of Emerson – Department of Public Works
Application for Street Opening Permit

Full Ordinance Requirements: [Chapter 248: Streets & Sidewalks, Article 1: Street Openings](#)

Application Fee: \$200 paid by check to “Borough of Emerson”

APPLICANT INFORMATION

Contractor/Vendor: _____

Business Address: _____

Contact Person: _____

Phone Numbers: Business: _____ Mobile: _____

24 Hour Emergency: _____

Email: _____

STREET OPENING INFORMATION

Date of Proposed Construction: _____ Expected Duration: _____

Method of Repair: _____

Purpose of Opening: _____

Nature of Road Surface: _____

Street Address: _____

Block: _____ Lot: _____ (Adjacent to Opening)

Size of Opening (in feet): L _____ W _____ D _____ Sq. ft. _____

Is a Police Officer Necessary to Control Traffic? Yes No

(If yes, contact Emerson Police Department at 201-262-2800 to make arrangements.)

Deposit Fees: The permit deposits shall be in the following amounts for each opening excavated, up to 100 square feet of area disturbed:

CLASS	AMOUNT
Improved Road (concrete)	\$900 plus \$9.00 per sq ft over 100 sq ft
Improved Road (macadam)	\$750 plus \$7.50 per sq ft over 100 sq ft
Unimproved Road	\$500 plus \$5.00 per sq ft over 100 sq ft

*Regulated utilities governed by the New Jersey Board of Public Utilities pursuant to N.J.S.A. Title 48 are exempted from this section; refer to § [248-11](#) Utility Road Opening.

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INSURANCE REQUIREMENTS & INDEMNIFICATION AGREEMENT

The applicant shall present evidence satisfactory to the Borough Attorney or Risk Manager of insurance sufficient to indemnify and save harmless the Borough, its officials, employees, agents and servants against and from all suits and costs of every kind and from all personal injury or property damage resulting from negligence or from any phase of operation performed under the permit. Please provide a Certificate of Insurance with the Borough of Emerson named as an additional insured. **See Appendix A for Vendor/Contractor Insurance Requirements.**

NEW JERSEY ONE-CALL CONFIRMATION NUMBER

Pursuant to N.J.S.A. 48:2-73 et seq requires that the applicant provides a confirmation number assigned to the notice of intent to dig within a public right-of-way issued by New Jersey One-Call 1-800-272-1000 or go to www.nj1-call.org.

REPAIRS

Restoration of all road openings shall be to a newly paved condition prescribed by the standards set forth by ordinance and by Borough Engineer.

SKETCH OF WORK TO BE PERFORMED

(Use the back side of page if more space is needed.)

AFFIRMATION

I (we) have read the Borough of Emerson Code Chapter 248 Streets and Sidewalks, Article 1 Street Openings in its entirety and agree to perform this work in accordance with the provisions described.

Signature of Applicant: _____ Date: _____

Print Name: _____

APPENDIX A
VENDOR/CONTRACTOR INSURANCE REQUIREMENTS

BOROUGH OF EMERSON
Bergen County, New Jersey

The VENDOR/CONTRACTOR shall maintain and keep in force the following types of insurance in a company or companies acceptable to the BOROUGH OF EMERSON:

WORKERS COMPENSATION

Coverage is to comply with NJ Statutes and include coverage for Proprietors, Partners and/or Executive Officers. EMPLOYERS LIABILITY limits of \$1,000,000 for each accident/disease each employee.

COMMERCIAL GENERAL LIABILITY

Minimum Policy Limits of: \$1,000,000. Per Occurrence / \$2,000,000. Aggregate and must include Completed Operations Liability. Policy must be endorsed to show BOROUGH OF EMERSON as Additional Named Insured.

LIQUOR LIABILITY – Minimum Limit of \$1 million (Endorsed to the GL OR by separate policy) _____ **(Required if checked)**

AUTOMOBILE LIABILITY

Minimum policy limit of: \$1,000,000. Combined Single Limit (CSL) covering all Owned, Non-Owned and Hired vehicles.

UMBRELLA LIABILITY _____ **(Required if checked)**

Minimum Policy Limit of: \$1,000,000. / Per Occurrence
\$1,000,000. / Annual Aggregate

PROPERTY INSURANCE

The VENDOR/CONTRACTOR is required to insure his/her own Property. The BOROUGH OF EMERSON will not provide any insurance on the VENDOR/CONTRACTOR's property.

DESCRIPTION OF OPERATIONS

The BOROUGH OF EMERSON is to be named as an additional insured as it relates to said services and the Certificate of Insurance shall reflect this.

INDEMNIFICATION AGREEMENT

The VENDOR/CONTRACTOR agrees to defend, indemnify and save harmless the BOROUGH OF EMERSON, its officers, agents and employees from any and all liability suits, actions and demands and all damages, costs or fees resulting from injuries to persons or property, including accidental death, arising out of or in connection with said event or any reason of the operations associated with said event. Prior to the event or any setup thereof, the VENDOR/CONTRACTOR shall furnish the BOROUGH OF EMERSON with a Certificate of Insurance from the VENDOR/CONTRACTOR's Insurance Carrier certifying the coverages specified above are in force. The Certificate(s) of Insurance shall contain the clause, "BOROUGH OF EMERSON is to be notified at least thirty (30) days prior to cancellation of any material change in this policy."

(Name of VENDOR/CONTRACTOR's Firm)

By: _____
PLEASE PRINT: - Name & Title

By: _____
SIGNATURE & DATE