Driveway Application Filing Instructions

1. All documents must be printed on legal paper.

2. If your curb is on a County Road, you must apply to the County before filing with this office. *(Refer to the County/Borough Roads enclosure to see if your road is a County or Borough owned road – if so, see the County Application is enclosed)*
   
   If you are on a County road, you must submit a Hardship Letter for all work that will be done between December 15, 2015 thru March 1, 2016, to the County, explaining why the work needs to be done at this time.

   Once approved by the County, include your County Approval with the Borough of Seaside Heights application.

   If you are not located on a County Road, please just submit the Seaside Heights application to the Borough.

3. Complete the attached application and return to the Code Enforcement Office.

4. Complete the sketch provided and include a Survey of the property, indicated where the driveway will be.

5. Make check payable to: Borough of Seaside Heights

6. You will be advised when the application has been approved and you can begin construction.
DRIVEWAY APPLICATION:

Date: ____________________________

Name of Applicant: __________________________________________________________

Mailing Address: ____________________________________________________________

Phone: ________________________ Email: ______________________________

Fee: A fee of $25.00 shall be filed with this application

THIS FEE WILL NOT BE REFUNDED

I, hereby applicant, apply for a permit to dig up, disturb and excavate the surface, soil and
material of, Location Address: __________________________________________________
for the purposes of construction of driveway. The dimensions of the intended excavation are as
follows: _____________ feet long. The work is to be completed within ________ day(s),
and there is a $25.00 fee included with this application.

If Parking Meter(s) are to be removed, please include the Meter #(s) ______________________

Please note there is a one-time $ 2500.00, fee for removal of the Parking Meter.

(Submit Application, Sketch, Survey and County Approved Application)

I further agree that all work will be done in conformance with Seaside Heights Borough Code
and ordinances.

__________________________________________________________
Signature Date

Amount Collected: ________________  Cash  Check # __________  Recpt # __________

Council Meeting Date: ________________  Approved  Denied
SKETCH OF WHERE DRIVEWAY WILL BE CONSTRUCTED/RE CONSTRUCTED

APPLICATION# _____________

Directions: Indicate location of Building(s), Address of Property, Size of Property, Size of Driveway (width & depth) – Enter the names of the Avenues or Streets to the North, South, East and West.

Property Address
COUNTY ROADS

Ocean Terrace  
Boulevard  
Central Avenue  
Bay Boulevard  
Porter Avenue  
Hamilton Avenue  
Sumner Avenue  
Grant Avenue  
Sherman Avenue  
Sheridan Avenue  
Kearney Avenue  
Hiering Avenue

BOROUGH ROADS

Barnegat Avenue  
Dupont Avenue  
Lincoln Avenue  
Franklin Avenue  
Webster Avenue  
Blaine Avenue  
Hancock Avenue  
Fremont Avenue  
Carteret Avenue  
Sampson Avenue  
Bay Terrace  
Bayside Terrace
DOCUMENTS REQUIRED FOR PERMITS

Road Opening Permits:

— Completed/Signed Trench Opening Permit
— Permit Fee **(SEE NOTE BELOW)
— Bond Fee **(SEE NOTE BELOW)
— Insurance Certificate (must name County of Ocean as additional insured)
— Traffic Control Plans (approved by Municipal Police Dept.)
— DEP Approval Letter for Monitoring Wells

Curb Permits:

— Completed/Signed Curb Opening Permit
— Permit Fee **(SEE NOTE BELOW)
— Bond Fee **(SEE NOTE BELOW)
— Insurance Certificate (must name County of Ocean as additional insured)
— Site Plan (County Planning Board Approval & Seal, if required)
— Traffic Control Plans (approved by Municipal Police Dept.)

** NOTE: FEES WILL NOT BE ACCEPTED UNTIL PERMIT HAS BEEN REVIEWED AND APPROVED

Please refer to Rules and Regulations booklet for detailed instructions and requirements.
PERMIT FEES: The following schedule of fees is hereby fixed, determined and established as being the fees to be paid to the County of Ocean for the issuance of permits in connection with the servicing of such permits and supervision and inspection of such openings to proper restoration:

A. Openings under 50 feet in length
   $45.00
B. Openings 50 feet and over, but less than 200 feet
   $60.00
C. Openings 200 feet and over, but less than 1,000 feet
   $90.00
D. Openings 1,000 feet or more
   $120.00

BOND REQUIREMENTS: No person, firm, partnership or corporation shall open or dig a trench in any County road, street or highway without first having posted with said County a Cash, Surety Bond or Letter of Credit to guarantee that the opening or trench will be properly closed and the road, street or highway over same reconstructed so that it will remain in good condition for at least two years after the closing by the applicant. The amount of the Bond shall be computed by multiplying length times width divided by nine (9) produces square yards, then use the following schedule of costs except that no Bond shall be less than $1,000.00. The Bond can be in the form of Check, Letter of Credit or Surety, except that in the case of minimum Bonds ($1,000.00) which must be a check.

A. Earth surface
   $ 6.00 per square yard
B. Gravel surface
   $ 8.00 per square yard
C. Bituminous concrete
   $20.00 per square yard
D. Concrete pavement and concrete foundation
   $40.00 per square yard

1. The bond fee shall not be less than $1,000.00. We hold bonds for Road Openings for 2 years after the work has been completed. Bonds for curbing are held for 1 year.

2. Bonds for curbing are $1,000.00, unless it is replacement, in which case no bond is required. Bonds may be in the form of a check, surety ($1,100.00 minimum) or a copy of their Municipal Bond.

3. Bonds for trench openings may be in the form of a check, surety ($1,100.00 minimum) or letter of credit except in the case of $1,000.00 bonds, which must be in the form of a check. Below is the bond requirement for trench openings.
<table>
<thead>
<tr>
<th>CURB SIZE</th>
<th>DIM. A</th>
<th>DIM. B</th>
</tr>
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<tr>
<td>9&quot; x 16&quot;</td>
<td>16&quot;</td>
<td>4&quot;</td>
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<td>9&quot; x 18&quot;</td>
<td>18&quot;</td>
<td>6&quot;</td>
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<tr>
<td>9&quot; x 22&quot;</td>
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</tbody>
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CONCRETE, CLASS B

Pavement Surface

Joint Sealer

Depth of joint filler strip equal to the thickness of the pavement less 1/4".

This face may be constructed on the same batter as upper face when curb is constructed adjacent to H.M.A. pavement.

1/2" preformed expansion joint filler, bituminous type to be installed between curb and concrete pavement or concrete base course.

Transverse joints 1/2" wide shall be installed in the curb 20' apart and shall be filled with preformed bituminous impregnated fiber joint filler recessed 1/4" in from front face and top of curb. Expansion joints through and adjacent to the curb shall be included in the unit price bid for the curb.

CONCRETE VERTICAL CURB
METHOD OF DEPRESSING CURB AT DRIVEWAYS

<table>
<thead>
<tr>
<th>CURB SIZE</th>
<th>DIM. A</th>
<th>DIM. B</th>
<th>DIM. C</th>
<th>DIM. D</th>
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<tr>
<td>9&quot;x16&quot;</td>
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<td>4&quot;</td>
<td>14&quot;</td>
<td>2.1/2&quot;</td>
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<tr>
<td>9&quot;x18&quot;</td>
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<td>6&quot;</td>
<td>16&quot;</td>
<td>4.1/2&quot;</td>
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<tr>
<td>9&quot;x20&quot;</td>
<td>20&quot;</td>
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</tr>
</tbody>
</table>
CONCRETE APRON
WITH SIDEWALK
(COMMERCIAL PROPERTIES)

NOT TO SCALE
CONCRETE APRON WITH SIDEWALK (RESIDENTIAL PROPERTIES)

NOT TO SCALE
COUNTY OF OCEAN -- ENGINEERING DEPARTMENT
Toms River, New Jersey

APPLICATION FOR TRENCH OPENING
ANY COUNTY ROAD, STREET OR HIGHWAY
(To be filled in by Applicant)

Date

Application is hereby made by __________________________

Address __________________________

Emergency 24-hour Telephone:

Maximum to excavate trench __________________________

Maximum Ft. Wide __________________________

Maximum Ft. Long __________________________

Ft. Deep

On County Road __________________________

No. __________________________

Municipality __________________________

Block __________________________

Lot __________________________

For the Purpose of laying __________________________

size pipe (conduit, etc.) __________________________


to property of / Project Title __________________________


to commence __________________________

(within 30 days) Regulation 3 - Read Booklet "Time Limitations"

Show location on sketch below, name roads, distance, etc.

CALL 732-929-2124 (24 Hrs. - prior to opening Road)

THE APPLICANT SHALL PROVIDE THE OVER-CALL DAMAGE PREVENTION

SYSTEM CONFIRMATION NUMBER PRIOR TO EXCAVATION


(Curb Line or Edge of Pavement) Road Shoulders/Right-of-way are part of Road

Describe any special conditions __________________________


FINAL SURFACE RESTORATION SHALL BE AS FOLLOWS: (1) Mill across trench & extend 1" minimum beyond edges of trench to a

depth of 1" minimum. (2) Apply tack coat at a rate of 0.08 gals. per sq. yd. (3) Place PA-BC surface course 1" thick minimum using

paver at a minimum width of 6'.


Permit Fee Paid __________________________

Amount & Type of Bond Fee Received:

Surety __________________________

Cash __________________________


NO WORK MAY BE DONE BETWEEN

DECEMBER 15 AND MARCH 1

Signed __________________________


PERMIT FOR OPENING
(To Be Filled in By County)

Date __________________________

Permit No. __________________________

Municipality __________________________

County Road No. and Name __________________________

Name of Applicant __________________________

You are hereby granted permission to make opening in County Road and perform work and install facilities therein in

accordance with and subject to the conditions of your Application, dated __________________________ and in accordance with the plan and

Regulations attached, for service connection to property of __________________________ or construction or extension of

__________________________ main or conduits.

Detailed statement of any special conditions or features: Lane/Shoulder Closings shall be between 9:00 AM - 4:00 PM. Hot Mix

Asphalt must be available on day of road opening.


SUPERVISING ENGINEER

RESOLUTION REGULATING & CONTROLLING COUNTY ROAD, STREET & HIGHWAY OPENINGS & PROVIDING PENALTIES FOR THE VIOLATION THEREOF.

Distribution: Applicant, Inspector, Engineering Department, Road Department, Police Department

CALL BEFORE YOU DIG 1-800-272-1000 FOR UTILITY LOCATIONS.