



# TOWN OF WOODBRIDGE FACILITIES DEPARTMENT

11 Meetinghouse Lane  
Woodbridge, CT 06525  
(203) 389-3420

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## STREET EXCAVATION GENERAL INSTRUCTIONS

The following is a list of guidelines that must be adhered to, but not limited to the following:

- 1) No excavation is to remain open over night. It is the contractor's responsibility to supply all safety equipment and/or personnel to secure the area.
- 2) It is the responsibility of the contractor to obtain approval from a Department of Public Works official to approve the number and location of all warning flashers and/or safety barricades at all construction areas before the start of any work.
- 3) Contractor is required to notify the Woodbridge Police Department on the area(s) of construction and approximate time of the project.
- 4) Two-way traffic is to be maintained at all times. There is to be adequate traffic control by qualified flagmen or approved recommendations by the Woodbridge Police Department and/or the Woodbridge Department of Public Works.
- 5) The contractor shall replace any driveway, lawn areas, right-of-ways, and/or mailbox installations that are disturbed during the construction phase to the original condition.
- 6) Inspection(s) by the Department of Public Works Operations Manager or designated official is required on all stages of construction. A minimum of twenty-four (24) hours notice is required for these inspections.
- 7) Pre-cast catch basins and manholes shall be used, installed in such a manner as to insure watertight integrity and in accordance with the manufacturers specifications, but not limited to.
- 8) All construction is to be done in accordance with the Town of Woodbridge specifications and OSHA rules/regulations, and guidelines to insure safety at all times.



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## STREET EXCAVATION PROCEDURES AND PERMIT COMPLIANCE

The following instructions must be completed and submitted for approval before commencement of construction. Failure to do so could result in penalties.

1. Call Before You Dig request must be assigned to the project.
2. Utility Site Plan (survey of property) showing location of the curb cut and trench lines to the location must be filed with the application, and upon completion, an "As-Built" plan must be submitted to both the Department of Public Works and the Building/Zoning Department.
3. Surety Bond (applicant's insurance company) for \$10,000 must be filed with the Town of Woodbridge Department of Public Works and/or Building Department.
4. A Certificate of Insurance in the amount of \$100,000/\$300,000 property damage and \$1,000,000 liability, showing the Town of Woodbridge named, as an additional insured must be on file with the Town.
5. Application for a Street Excavation Permit must be completed by the applicant and submitted with a \$10.00 permit fee payable to the Town of Woodbridge.

### **ADDITIONAL APPLICATIONS FOR THE FOLLOWING INSTALLATIONS MUST BE APPROVED AND ISSUED BEFORE ISSUANCE OF THE STREET EXCAVATION PERMIT AND THE COMMENCEMENT OF CONSTRUCTION.**

- A. **City Water Connection:** A plumbing application must be completed by a Connecticut Licensed plumber, including a permit fee charge, approved by the Building Official's office.
- B. **Gas Service Connection:** A Mechanical Permit application must be completed by a Connecticut Licensed contractor, including a permit fee charge, approved by the Building Official's office.
- C. **Underground Electrical Service:** An Electrical Permit application must be completed by a Connecticut Licensed electrician, including a permit fee charge, approved by the Building Official's office.
- D. **Sanitary Sewer Connection and/or Repair:** A Sewer Permit application is to be completed by a Connecticut Licensed installer, including a permit fee charge as noted on the application along with the appropriate deposit. A Plumbing application must also be completed by a Connecticut Licensed plumber, including a permit fee charge, approved by the Building Official's office. On new installations, prior to issuance of a sewer connection permit, approval must be obtained from the Town of Woodbridge Sewer Authority.