

APPLICATION FOR PERMIT TO CONSTRUCT A PUBLIC IMPROVEMENT

Date of Submittal _____ 20 _____

TO THE HONORABLE TOWN BOARD:

Gentlemen: Town of Lewiston, Niagara County, N.Y.

Application is Hereby
Made for Permission to
Construct

Pavement and Curbs _____	<input type="checkbox"/>
Water Line _____	<input type="checkbox"/>
Sanitary Sewer _____	<input type="checkbox"/>
Storm Sewer _____	<input type="checkbox"/>
Phase II Stormwater Facilities _____	<input type="checkbox"/>
Street Lighting _____	<input type="checkbox"/>
Sidewalks _____	<input type="checkbox"/>

Note, each of the listed
improvements must be
filed under a separate
permit application.

THE FOLLOWING MUST BE SUBMITTED WITH THIS APPLICATION:

- ◇ 2 copies of Detailed Engineer's Estimate/Contractor's Bid
- ◇ 2 copies of Detailed Project Completion Schedule
- ◇ 2 copies of Contractor and Sub-contractor Insurance Certificate(s)
- ◇ Town Engineer's Review Fee
- ◇ 5 Sets of Plans
- ◇ 2 copies of Permits and Approvals (State and County Agencies, Municipalities, etc.)
- ◇ 2 copies of Performance Bond Information Form
- ◇ Permit Application Fee
- ◇ 2 copies of Hold Harmless/Indemnity Agreement

INCOMPLETE SUBMITTALS WILL DELAY THE PLAN REVIEW PROCESS.

APPLICANT INFORMATION:

APPLICANT: _____
ADDRESS: _____
PHONE: _____ **MOBILE:** _____ **FAX:** _____ **EMAIL:** _____
OWNER/DEVELOPER (if different from above): _____ **PHONE:** _____
ADDRESS: _____
ENGINEER: _____ **PHONE:** _____ **FAX:** _____
ADDRESS: _____
CONTRACTOR: _____ **PHONE:** _____ **FAX:** _____
ADDRESS: _____

GENERAL INFORMATION:

PROJECT LOCATION (Street Address) _____ (SBL) _____
PROJECT NAME _____
PROJECT DESCRIPTION: _____

FEES:

ESTIMATED COST OF PUBLIC IMPROVEMENTS:

\$ _____ Engineer Estimate or Contractor Bid

dated: _____ (H63 ACCOUNT)

ENGINEERING REVIEW FEE – to be paid when construction plans, specifications, and applications documents are submitted for initial review:

Engineering Review Fee \$1,000.00 (B00-1000-1589-0700)

Amount: \$ _____ Date Paid: _____ Receipt No.: _____

CONSTRUCTION OBSERVATION FEE – to be paid when approved plans are released: It is agreed the applicant is responsible for all additional construction observation fees in excess of the initial amount incurred by the Town of Lewiston up through Town acceptance of the work.

Construction observation fee will be established based on the construction duration in accordance with the **Town Code, §306-6 J(3)**. (H63 ACCOUNT)

Amount: \$ _____ Date Paid: _____ Receipt No.: _____

MS4 SWPPP COMPLIANCE INSPECTION FEE – to be paid when approved plans are released:

<u>Development Size</u>	<u>Fee (B00-1000-2550-0100)</u>
Under 5 Acres	\$500
5-10 Acres	\$750
Over 10 Acres	\$750 + \$100 per Acre Over 10

Amount: \$ _____ Date Paid: _____ Receipt No.: _____

PERMIT APPLICATION FEE – to be paid when the Construction Plans, Specifications, and Application are submitted for review:

Permit Application Fee \$100.00 (B00-1000-2660-0000)

Amount: \$ _____ Date Paid: _____ Receipt No.: _____

PERMIT CONDITIONS:

- The approved Prime Contractor shall provide a Performance Bond in the amount of 100% of the approved Construction Estimate.
- The approved Prime Contractor shall provide a 2 year Maintenance Bond in the amount of 50% of the approved Construction Estimate.
- Insurance Certificate (supplied by the approved Prime Contractor(s) and all Sub-contractors) naming the Town of Lewiston and the Town Engineer Consultant as additional insured under the General Liability Umbrella. Refer to the attached Schedule of Minimum Amounts.
- The approved Prime Contractor and all Sub-Contractor(s) shall provide a hold harmless agreement. Refer to attached Agreement.
- Upon satisfactory completion of all work, including final punch list items, receipt of record construction documents including plans, laboratory test data/report(s), agency approval(s), certification of release of all liens, and payment

of all fees, the Town will issue the certificate of acceptance, thus starting the maintenance period. Contractor shall submit 2 copies, 1 digital (PDF file) and 1 hard copy, of record documents.

- The approved Prime Contractor shall submit a detailed construction schedule for review and approval. The approved schedule shall be a part of the approved permit. Work shall start within sixty (60) days of the date of the permit, and shall be completed in accordance with the approved schedule. Any request for modification of the schedule must be submitted to, and approved by the Town Building Inspector and Town Engineer.
- Approved Plans – Any deviation of the approved construction plans and specifications must be approved by the Town Engineer prior to incorporation into the completed work.
- All materials to be incorporated into the work must be reviewed and approved by the Town Engineer. A minimum of five (5) copies of each material submittal must be provided.

APPLICANT/CERTIFICATION STATEMENT:

In consideration of the granting of the permit hereby petitioned for, the Applicant hereby agrees that if such permit is granted applicant and all agents will comply with the terms thereof, the Laws of the State of New York, the Ordinances of the Town of Lewiston and Regulations of the various departments of the Town and the State of New York, and that applicant and all agents shall notify the Engineer Department forty-eight (48) hours in advance of commencing any work under this permit. The applicant hereby certifies that all of the information contained in this petition is correct and true.

Applicant Signature

Please Print Name

Date

PERMIT APPROVAL:

Town Engineer

Date of Permit

Town Clerk

Date of Permit

PIP No. _____



TOWN OF LEWISTON, NEW YORK HOLD HARMLESS AGREEMENT

Project Title _____

To the fullest extent of the law _____, hereinafter referred to as Prime Contractor, shall defend, indemnify and hold harmless the Town from and against all liability or loss and against all claims or actions based upon or arising out of the damage or injury to persons or property caused by or sustained in connection with performance of the work by the Prime Contractor except for losses, claims, or actions resulting from the sole negligence of the Town.

The Prime Contractor shall assume all responsibilities for the work, and bear all losses and damages directly or indirectly resulting to the Prime Contractor, the Town, or to others on account of the character or performance of the work, unforeseen difficulties, accidents, or any other causes whatsoever. The Prime Contractor shall assume defense of, indemnify and save harmless the Town, its officials, agents, and employees from all claims, liability, loss, damage, and injury of every kind, nature and description, directly or indirectly resulting from activities in the performance of the work, the ownership, maintenance or use of motor vehicles in connection therewith, or the acts, omissions, operations, or conduct of the Prime Contractor or any Subcontractor in the performance of the work, or any way arising out of the work, irrespective of whether an act, omission or conduct of the Town connected with the work is a condition or contributory cause of the claim, liability loss, damage or injury and irrespective of whether act, omission, or conduct of the Prime Contractor or Subcontractor is merely a condition rather than a cause of a claim, liability, loss damage or injury. The Prime Contractor shall not be liable for, nor be required to defend or indemnify, the town relative to claims for damage or damages resulting solely from acts or omissions of the Town, its officials, agents, or employees. The absence of or inadequacy of the liability insurance required with the Town of Lewiston shall not negate the Prime Contractor's obligations in this agreement.

Name of Prime Contractor (*please print*)

Name of Authorized Representative (*please print*)

Signature of Authorized Representative

Title (*please print*)

Date

Address (*please print*)

City

State

Zip

Telephone Number: _____

Cell Phone: _____

Fax Number: _____

E-mail: _____

STATE OF NEW YORK)
COUNTY OF NIAGARA) SS:
On _____, 20__,
before me, the undersigned, personally appeared
_____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.
_____ Notary Public