



County of Passaic Administration Building

401 Grand Street • Paterson, New Jersey 07505-2023

OFFICE OF THE COUNTY ENGINEER
Room 524

TEL: (973) 881-4456

FAX: (973) 742-3936

TDD: (973) 279-9786

roadpermits@passaiccountynj.org

RIGHT-OF-WAY ACCESS PERMIT

APPLICANT: PLEASE ALLOW 15 BUSINESS DAYS FOR PROCESSING

PROPERTY LOCATION: _____ BLOCK #: _____
 MUNICIPALITY: _____ LOT #: _____
 OWNER'S NAME: _____ DAY TIME TELEPHONE #: _____
 MAILING ADDRESS: _____

 _____ APPLICATION DATE: _____
 OWNER SIGNATURE: _____

HAS THIS PLAN BEEN APPROVED BY THE PASSAIC COUNTY PLANNING BOARD?

_____ YES – PLEASE PROVIDE PASSAIC COUNTY FILE REFERENCE NUMBER _____
 _____ NO - ATTACH TWO (2) COPIES OF THE CONSTRUCTION PLANS TO THIS APPLICATION

Application is hereby made by the above mentioned Owner to request permission to perform the following work in order to provide (driveway) access, or modify frontage curbing, to the above mentioned property: **(CHECK ALL THAT APPLY)**

Any existing driveway will be removed or modified as per plan

_____ Construct a new driveway _____ Reconstruct the existing driveway at the same location
 _____ Removal of _____ feet of existing curbing _____ Relocate the access driveway to the new location as shown on the plans
 _____ Installation of _____ feet of full height (raised) curbing _____ Installation of _____ feet of dropped curbing for access

Driveway will be constructed of _____ concrete, _____ asphalt, _____ other
 The driveway apron will be constructed of _____ concrete, _____ asphalt, _____ other
 The curb will be constructed of _____ concrete, _____ asphalt, _____ other _____ Belgium block

The Owner certifies that he/she is aware of and will have the completed work comply with the following conditions:

1. The Applicant or his Contractor will obtain a Passaic County Right-of-Way Entry / Road Opening Permit.
2. All work must be performed between April 1st and the following November 15th.
3. No Right-of-Way Access Permits or Road Opening Permits will be issued between November 15th and the following March 31st.
4. When concrete or granite slate curb is being removed, the entire curb between the two closest existing joints must be removed and new curb must be constructed as indicated in the sketch included with this application. All curbing shall be constructed per the Standard Details and Specification of the County of Passaic
5. Drop Curbs shall be constructed to the height of two (2") inches over the existing grade at the gutter line.
6. All Concrete shall be Class "B" concrete and shall comply with the latest New Jersey Department of Transportation Standard Specification for Road and Bridge Construction, as amended
7. The Owner assumes all responsibility for damages or injury which may result from the construction
8. The Owner also assumes all responsibility for maintenance for the driveway, apron, curbing, and/or sidewalk with in the Passaic County Right-of-Way
9. The entire cost of the work performed in connection with this project shall be borne by the Owner
10. No Work within the Passaic County Right-of-Way shall be started until the Applicant or his Contractor has obtained a Right-of-Way Entry/Road Opening Permit from and posted any required bond and copy of insurance certificate with the Passaic County Operations/Road Division

PLEASE REFER TO THE PERMIT FEE AND BOND INFORMATION ON THE REVERSE SIDE.

Application Reviewed by and Recommended for Issuance by: _____

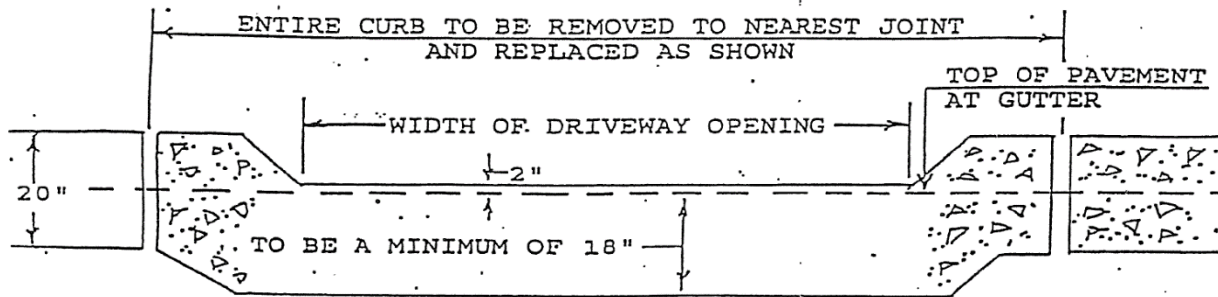
APPROVAL IS HEREBY GRANTED BY THE COUNTY ENGINEER _____

Form Revised 8/2018 **This Permit will be Effective as of** _____

NOTE: Curb shall be constructed to the dimension of the existing curb as indicated on the sketch on the reverse side of this form.

FULL FACE AND DROP CURB PLAN AND SPECIFICATIONS

Note: Curb shall be constructed to dimensions of existing curb and as indicated below.



CURB FACE SHALL BE PROVIDED AS FOLLOWS:

1. WHERE PARKING IS ALLOWED ADJACENT TO THE CURB, PROVIDE A FULL FACE CURB HEIGHT OF SIX (6") INCHES.
2. WHERE THERE IS NO PARKING ALLOWED ADJACENT TO THE CURB, PROVIDE A FULL FACE CURB HEIGHT OF EIGHT (8") INCHES.
3. WHERE CURBING IS BEING REMOVED AND REPLACED, WHEE POSSIBLE, PROVIDE THE CURB HEIGHT AS INDICATED IN PARAGRAH 1 AND 2 ABOVE.
4. TRANSITION THE CURB FACE TO MEET THE ADJACENT UNDISTURBED CURB HEIGHTS
5. FOR AREAS WHERE AN ACCESS DRIVEWAY IS OR WILL BE CONSTRUCTED AS PART OF THIS PROJECT, PROVIDE A DROP CURB FACE OF TWO (2") INCHES.

PERMIT FEES, BOND AND INSURANCE CERTIFICATE REQUIREMENTS

The fee for the Highway Opening Permit for driveway shall be determined by the County Road Dept. A two-year \$5,000.00 maintenance bond must be posted (\$10,000.00 if road has a concrete base, or has been resurfaced in the last 7 years). Proof of insurance must also be submitted.

The above Permits and payments of the **FEES** and posting of the **BONDS** and **INSURANCE CERTIFICATE** shall be made by the Contractor/Person at the following Office:

County of Passaic
Department of Operations
Road Division
307 Pennsylvania Avenue
Paterson, New Jersey 07503
Telephone (973) 881-4500 |