



# County of Passaic

Administration Building  
401 Grand Street, Paterson, New Jersey

**OFFICE OF THE COUNTY ENGINEER**

ROOM 524

TEL: (973) 881-4456

FAX: (973) 742-3936

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**Nordan Murphy, P.E.**

*County Engineer*

## Application for Bridge/Culvert Attachment

Application Made By:		Contact Name:		Title:	
Company Address:					
Contact Telephone Number:	Contact Fax Number:	Contact Email Address:			
Attachment to Structure No.:		Route No.:		in	
					(Municipality)
For the Purpose of:					
			<b>For Office Use Only</b>		
(Date)			Date of Issue:		
			Application Approved by:		
(Applicant Name & Title)			Name & Title		
<b>FEES:</b> Application Fee (\$100.00) and Review Fee (\$250.00) Included Per Schedule X of the Passaic County Highway Opening & Use Resolution: ____ YES  Additional Review Fee may be required as calculated by the County Engineer for arch, through girder, or truss bridges.  Inspection Fee shall be calculated by the County Road Department and submitted by the Applicant prior to issuance of the permit.			Special Conditions Attached:      YES      NO		

**STANDARD CONDITIONS FOR ALL BRIDGE ATTACHMENT PERMITS:**

- 1. COUNTY SHALL BE NOTIFIED A MINIMUM OF FORTY-EIGHT (48) HOURS BEFORE THE START OF WORK.**
- 2. ALL WORK SHALL BE INSPECTED BY A COUNTY INSPECTOR AND APPLICANT SHALL MAKE ADEQUATE PROVISIONS DURING CONSTRUCTION TO ALLOW THE COUNTY INSPECTOR TO INSPECT THE WORK.**
- 3. BOND WILL NOT BE RELEASED WITHOUT WRITTEN ACCEPTANCE FROM THE COUNTY ENGINEER OF THE COMPLETED WORK.**

***(SEE THE FOLLOWING PAGES FOR APPLICATION REQUIREMENTS AND GUIDELINES)***

**Requirements & Guidelines (from the Passaic County Highway Opening & Use Resolution):**

1. Applicants proposing to connect any structure, pipe, conduit, sign, or any other object to a bridge or culvert or bore under said bridge or culvert under the ownership, maintenance, or jurisdictional control of the County of Passaic, are required to file a written request with and obtain a Bridge Attachment Permit from the County Engineer.
2. Mail the applications package to: County Engineer, 401 Grand Street, Room 524, Paterson, NJ 07505; or application package may be emailed to [engineeringpermits@passaiccountynj.org](mailto:engineeringpermits@passaiccountynj.org). For questions regarding the application, call the County Engineer at (973) 881-4450.
3. No facility on a bridge or culvert shall be installed, replaced, or modified without the written approval of the Passaic County Engineer.
4. The applicant shall be responsible for providing all applicable engineering calculations, plans, construction details and technical specifications to the County Engineer for review and approval prior to receiving a permit to perform any attachment work on a County structure.
5. The applicant agrees that, in the event the bridge or culvert is to be rehabilitated, reconstructed, or replaced that the applicant is responsible for all permanent and temporary relocation costs as determined by the County. The County of Passaic shall not incur any costs as result of granting an applicant the privilege of installing the facilities on the County structure.
6. The applicant is responsible for any damage caused to the structure as a result of the bridge attachment installation, maintenance, use, etc.
7. If the County determines, at its sole discretion, that it is in the best interest of the County to have the bridge attachment removed from the bridge and culvert structure, the utility shall perform such work in a timely manner and at the applicant's sole expense within a time frame established by or negotiated with the County.
8. The applicant shall submit to the County Engineer at least two (2) sets of proposed construction plans and structural and/or drainage calculations prepared by a Licensed Professional Engineer registered by the State of New Jersey Board of Professional Engineers and Land Surveyors indicating that the proposed work and/or attachment will not adversely affect the structural or operating capacity and functional characteristics of the bridge and/or culvert.
9. Adequate access for the maintenance and inspection of the proposed attachment and of the structure must be provided.
10. Existing structure under clearance must be maintained if the low chord of the bridge is in the flood hazard area.
11. Structural integrity of the bridge components shall be preserved. The structural calculations submitted with the application shall show that the additional load from the installation of the attachment will not overstress the bridge components.
12. Welding of the attachment to the existing structural elements is prohibited.
13. Placement of anchor bolts or other inserts into the bridge deck is prohibited.

## Passaic County Highway Opening and Use Permit Fee Schedule (continued)

14. Pipes installed through abutment back walls shall be placed in galvanized steel sleeves that are set in non-shrink grout. The opening between the pipe and sleeve shall be packed with jute or similar material to prevent leakage through the back wall.
15. Pipes carrying liquids or gases under pressure in trenches should be sleeved within ten (10) feet of the abutments.
16. All pipelines carrying liquids or gasses under pressure shall extend through the supporting structure without changes in alignment. Changes in alignment shall be outside the structure limits. Loads developed at these locations should be carried by thrust blocks or other means completely independent of the bridge structural elements.
17. The plans provided with the application must include a plan view with a North reference arrow, an elevation and a cross section of the structure showing the existing structural members and the location of the proposed bridge attachment.
18. The outside diameters, the thickness and the weights of the pipe must be shown on the plans.
19. After the review of the application is complete, the County Engineer will forward the Bridge Attachment Permit request to the Passaic County Board of County Commissioners for their approval. If approved by the Board of County Commissioners, the County Engineer, or the County Supervisor of Roads will issue the necessary permit(s).