



2024 Street Access Permit Application

Town of Lynnfield

Department of Public Works

55 Summer Street, Lynnfield, MA 01940

Phone: 781-334-9500 Fax: 781-334-9509

DPW-SAP-24-_____

\$20 Fee Paid: Y / N

Payment Method: _____

Credit Card: _____

Check # _____

This permit application must be fully completed, including updated insurance certificates/bonds filed with DPW, prior to town review. No work is allowed to start until a signed permit is issued to the applicant. Fines and/or penalties may apply. **Include your email.**

Date: _____ Dig Safe Number: _____

Address to be used for access: _____ **Lynnfield, MA**

Owner's Name: _____

Contractor Name: _____

Contractor Address: _____

Contractor's Point of Contact: _____

Cell: (____) _____ **email:** _____

Work on Property Requiring Access (attach sketch showing access location):

Dumpster Pool Installation House Addition Roof/Siding Installation

Septic Installation Building Construction Driveway without Apron

Is there 'other' work? Y / N please describe: _____

Has the applicant submitted a sketch? Y / N

Is the work on Chestnut, Essex, Lowell, Main, or Summer Streets (Scenic Roads)? Y / N

If so, does the work require Planning Board approval under the Scenic Road Bylaw? Y / N

Start Date: _____ Completion Date: _____

Width of Access: _____ feet. Heavy Equipment Access: (check all that apply)

Over Driveway Over Sidewalk Over Curbing Over Unpaved Shoulder

Name of Insurer: _____ Policy Expiration: _____

Name of Surety: _____ Bond Amount: _____ Bond Expiration: _____

By signing below, I acknowledge that I have read, understand and accept the Town of Lynnfield, Department of Public Works Right of Way Permit Manual, and that fines or penalties can be levied against the contractor and/or owner for failure to comply.

Signature: _____ Applicant is Owner or Contractor? (please circle)

Notes of Existing Conditions: _____

Conditions of Permit:

Sweep Street as Required Prior Notification Required Protect Sidewalk and Curbing

Existing Sidewalk Grade Not to be Altered Protect Street Trees

Protect Utility Poles, Hydrants and Drainage Structures Keep Sidewalk Passable at All Times

Limited Access Hours From 07:00 am To 04:00 pm, unless otherwise indicated here _____

No Materials to be Stored in Town Right of Way (ROW)

Any bituminous curbing damaged is to be cut out 5' on both sides of the disturbance and replaced with new bituminous curbing by machine and connected to existing curbing as approved by the DPW.

Any damage to sidewalk shall be repaired by removal and replacement of the full width of sidewalk over the entire length of the damage.

Wheel ruts and other damage to grass strip shall be repaired by regrading with new loam and seeding.

The Permit Holder is responsible for damage caused by subcontractors.

Other Conditions: See attached conditions dated: _____

Photo on File? Y / N Waive Insurance? Y / N

Status: _____ Town Engineer: _____ Date: _____

Expiration: _____ Field Inspector: _____ Date: _____

Comments: _____

BY APPLICANT

BY TOWN