

**TALBOT COUNTY ROADS DEPARTMENT  
REQUEST TO PERFORM WORK IN TALBOT COUNTY ROAD R-O-W  
PERMIT**

**SUBCONTRACTOR**                       **RESIDENTIAL**                       **PROJECT**

DATE \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

1. LOCATION/ADDRESS OF WORK TO BE DONE \_\_\_\_\_

2. PROPERTY OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

3. COMPANY/INDIVIDUAL PERFORMING WORK \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

4. PROPOSED WORK TO BE DONE \_\_\_\_\_

5. DATE PROPOSED WORK IS TO BEGIN \_\_\_\_\_

Driveway     Utility Work     Other     within County ROW     outside County ROW

6. MISS UTILITY LOCATE # \_\_\_\_\_ DATE \_\_\_\_\_

7. MHIC AND/OR BUSINESS LICENSE OF SUBCONTRACTOR (if applicable) # \_\_\_\_\_ EXP DATE \_\_\_\_\_

8. INSURANCE COMPANY NAME: \_\_\_\_\_ PHONE NO. \_\_\_\_\_

9. DIRECT SUPERVISOR PHONE    CELL \_\_\_\_\_    OFFICE \_\_\_\_\_

10. PERMIT # \_\_\_\_\_ AND/OR P.O. # \_\_\_\_\_ FROM GENERAL CONTRACTORS TO SUBCONTRACTOR

11. LIST ANY ATTACHED DOCUMENTS WITH THIS REQUEST

12. SUBMIT TRAFFIC PLAN IF NECESSARY     YES     NO

13. SUBMIT EMERGENCY PLAN IF REQUIRED     YES     NO

ALL WORK SHALL BE PERFORMED TO THE SATISFACTION OF THE TALBOT COUNTY ROADS DEPARTMENT, AND IN ACCORDANCE WITH APPLICABLE LAWS, REGULATIONS, SPECIFICATIONS AND REQUIREMENTS AS STATED IN THE **TALBOT COUNTY SPECIFICATIONS FOR CONSTRUCTION WITHIN THE TALBOT COUNTY ROADWAYS** DOCUMENT, WHICH IS AVAILABLE AT THE TALBOT COUNTY WEBPAGE UNDER DEPARTMENTS/ROADS. PERMITTEE IS RESPONSIBLE FOR ANY DAMAGE TO COUNTY ROADS AND THE ROAD IS TO BE RETURNED TO ITS ORIGINAL CONDITION. PERMITTEE IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND/OR APPROVALS, INCLUDING, BUT NOT LIMITED TO, TALBOT COUNTY GRADING PERMIT, SOIL CONSERVATION EROSION AND SEDIMENT CONTROL PERMITS, MISS UTILITY OF DELMARVA, ETC. PERMITTEE SHALL NOTIFY THE TALBOT COUNTY ROADS DEPARTMENT WHEN WORK IS TO BEGIN, WHEN WORK IS TO BE INSPECTED, AND WHEN THE WORK IS COMPLETE. PERMITTEE SHALL PROVIDE THE TALBOT COUNTY ROADS DEPARTMENT WITH A WORKING PHONE NUMBER OF A CONTACT PERSON WHO SHALL REMAIN AVAILABLE FOR COMMUNICATION UNTIL THE WORK HAS BEEN INSPECTED, APPROVED AND ACCEPTED. ALL WORK MUST BE DONE DURING REGULAR WORKING HOURS UNLESS OTHERWISE APPROVED BY THE TALBOT COUNTY ROADS SUPERINTENDENT. ALL WORK MUST BE INSPECTED, AND APPLICANT/CONTRACTOR WILL BE RESPONSIBLE FOR ALL REPAIRS CAUSED BY DEFECTIVE WORK WITHIN 60 TO 180 DAYS, WHETHER BEFORE OR AFTER ACCEPTANCE BY THE COUNTY. TRAFFIC MUST BE MAINTAINED AT ALL TIMES AS PER MARYLAND STATE HIGHWAY ADMINISTRATION STANDARDS.

**PERMIT AND INSPECTION FEE: \$200 PERMIT FEE INCLUDES FIRST INSPECTION PER PERMIT**

**CASH**     **CHECK NO.** \_\_\_\_\_     **WAIVED** \_\_\_\_\_

**UPON COMPLETION OF WORK, CONTACT TALBOT CO. ROADS FOR INSPECTION- 410-770-8150**

COUNTY USE ONLY

Application Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Commencement Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Inspection Date: \_\_\_\_\_ Inspected By: \_\_\_\_\_

Inspection Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NOTES/DRAWINGS:

**RESURFACING OVER ENTRANCE CULVERT:** I have been advised by the Talbot County Roads Department that the culvert at the entrance of the property described in this permit potentially needs to be repaired/replaced, and it is not being done at this time. My signature indicates that I accept responsibility to any future expenses to my driveway.

**SECOND ENTRANCE:** Should the installation of a second entrance on a property interfere with regulations by another governmental agency (i.e. Talbot County Environmental Health, Planning & Zoning, Permits & Inspections, etc.), the removal of the entrance will be at the owner's expense.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Home Owner (or representative) Signature \_\_\_\_\_ Date \_\_\_\_\_