



Town of Duanesburg

SCENECTADY COUNTY

OBTAINING A PERMIT TO WORK IN THE TOWN OF DUANESBURG'S RIGHT OF WAY

1. Contact Town's Highway Superintendent of proposed work to be performed.
(518) 895-2772 William Reed, Highway Superintendent.
2. Town's Highway Superintendent may wish to inspect area and advise Applicant to any changes that may need to be made.
3. Applicant applies for permit with drawings of proposed work (if required) proof of insurance and any bonds which may be required.
4. Applicant must notify underground facilities project organization (UFPO) at least **two days** before excavation is to begin at 1-800-962-7962.
5. Permittee must notify Town's Highway Superintendent of progress for periodic inspections (if required) and upon project completion for a final inspection to insure work has met Town specifications.
6. If work is unsatisfactory Permittee shall be notified and corrections made.
7. Permit shall be signed and dated by Highway Superintendent upon satisfactory completion.