

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

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

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

1. PROPERTY OWNER/SUBCONTRACTING FOR: \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_
2. COMPANY/INDIVIDUAL PERFORMING WORK \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_
3. WORK TO BE DONE \_\_\_\_\_
4. DATE WORK WILL BEGIN \_\_\_\_\_
5. LOCATION OF WORK TO BE DONE \_\_\_\_\_

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 IN ACCORDANCE WITH APPLICABLE LAWS, REGULATIONS, SPECIFICATIONS AND REQUIREMENTS AND TO THE SATISFACTION OF THE TALBOT COUNTY ROADS DEPARTMENT. 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.

**RESIDENTIAL PERMIT AND INSPECTION FEE: \$50 PERMIT FEE/\$50 FOR FIRST INSPECTION PER PERMIT  
PERMIT AND INSPECTION FEE (CONTRACTOR): \$100 PERMIT FEE/\$100 FOR FIRST INSPECTION PER PERMIT**

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

**COUNTY USE ONLY**

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

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

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

Inspection Date: \_\_\_\_\_

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOTES/DRAWINGS:**