

**HIGHWAY WORK PERMIT APPLICATION FOR UTILITY WORK  
SECTION 136, HIGHWAY LAW**

Application is hereby made for a highway work permit

<b>Agent Name:</b> _____	<b>RETURN PERMIT TO: (IF DIFFERENT)</b>
<b>Company:</b> _____	<b>Name:</b> _____
<b>Address:</b> _____	<b>Company:</b> _____
<b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____	<b>Address:</b> _____
<b>Phone:</b> _____	<b>City:</b> _____ <b>State:</b> _____ <b>Zip:</b> _____
	<b>Phone:</b> _____

**PROJECT LOCATION**

Town of: \_\_\_\_\_ County Route: \_\_\_\_\_

Distance and direction from nearest cross-road: \_\_\_\_\_

What side of road: \_\_\_\_\_ Distance of work area: \_\_\_\_\_

1. A copy of a highway map, or a portion thereof, shall be attached showing the project location.
2. A sketch plan drawn to scale or with dimensions given shall be provided showing the project location and the extent of work to be performed.
3. Utility flags shall be placed at the sight marking the specific location of the proposed items to be installed.

**PROJECT DESCRIPTION**

Proposed Work (Brief Description): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Anticipated duration of work: From \_\_\_\_\_ 20\_\_\_\_ thru \_\_\_\_\_ 20\_\_\_\_

**ADDITIONAL INFORMATION**

1. Applicant must provide a copy of an insurance certificate naming **St. Lawrence County** as being **Additionally Insured and Certificate Holder**. (A blanket certificate may be provided on an annual basis)
2. The applicant is responsible for obtaining any other required federal, state, or local permits
3. Pursuant to Chapter 278 of the Laws of 2023, if the permittee is a Utility Company, the Utility and its contractors must follow all provisions in the Roadway Excavation Quality Assurance Act which amends section 224-F of the Labor Law. The provisions include having a contract in place to pay prevailing wages and maintaining certified payrolls during the period of work.
4. It's the law in the State of New York to contact Dig Safely New York at 1-800-962-7962 or [www.digsafelynewyork.com](http://www.digsafelynewyork.com). The center takes stake out request calls, 24 hours a day, 7 days a week. You must call for a stake-out request at least 2 working days but not more than 10 working days before any excavation starts (Excluding holiday & weekends). You must call regardless of where the excavation is located. Even if it is on private property, out in the middle of the field, or on a street that has no name. Mark out the area that you plan to excavate with white paint, flags, or stakes. The installation will be inspected and approved by a SLC Department of Highways' employee. Improperly installed pipes will be required to be removed.
5. **Incomplete or inaccurate information may delay processing and a final decision on your application**
6. Acceptance of the requested permit subjects the permittee to the restrictions, regulations and obligations stated on this application and on the permit.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_ 20\_\_\_\_

Return to: **St. Lawrence County Department of Highways**  
**44 Park Street, Canton, NY 13617**  
**Phone: (315) 379-1542 Fax: (315) 379-1061**