

ATTENTION: ALL CONTRACTORS

- **PERMIT APPLICATION SHOULD BE SUBMITTED TWO WEEKS PRIOR TO THE ANTICIPATED DATE OF CONSTRUCTION ACTIVITY IN ORDER TO ALLOW SUFFICIENT TIME FOR REVIEW AND APPROVAL OF THE APPLICATION.**
- **NOTIFY THE DPW 24 HOURS IN ADVANCE OF THE WORK.**
- **NOTIFY THE DPW 24 HOURS IN ADVANCE OF ANY BACKFILLING; A DEPARTMENT INSPECTOR MUST BE PRESENT DURING ANY BACKFILLING OPERATIONS.**
- **NOTIFY THE DPW 24 HOURS IN ADVANCE OF ANY PAVEMENT INSTALLATIONS.**
- **APPLICANT/CONTRACTOR TO NOTIFY THE DPW TO ARRANGE FOR INSPECTIONS.**
- **ANY WORK DONE WITHOUT PROPER INSPECTIONS SHALL BE SUBJECT TO REMOVAL AND RECONSTRUCTION.**