



City of Aberdeen

Department of Public Works

Date:

Address:

Any Cable, Conduit, Piping or Equipment being installed that crosses City of Aberdeen Utilities **MUST be installed a minimum of one (1) foot BELOW the City Utility.**

Any work that requires open cutting of roadway must be repaired according to Harford County Plate R-4, or at the direction of the City of Aberdeen. Notification to the City Inspector, 410-272-1600, must be made 24 hours prior to work being done. **SEE PAGE 2**

UPDATED May 2021 - COA Requirements for Repairing Roadways After Utility Work

1. Roadway repairs are to follow the Harford County Plate R-4 for road repair: One (1) foot cut back and nine (9) inches deep. (See Attached)
2. Roadway repairs that occur on roads that have been paved within five (5) years, will need to be milled and overlaid after repair.
3. Road work that occurs only on one side of the roadway must be milled one and a half (1.5) inches and overlaid with nine and a half (9.5) millimeters or twelve and a half (12.5) millimeters surface asphalt roadway from curb to centerline.
4. Road work that occurs on both sides of the roadway must be milled one and a half (1.5) inches and overlaid with nine and a half (9.5) millimeters or twelve and a half (12.5) millimeters surface asphalt the entire roadway from curb to curb.
5. All line striping is to be repainted (when applicable). Areas affected by any utility repair work shall be restored to its original condition to the complete satisfaction of the Permit Inspector and the City Engineer.

RE:

Permit Date:

Street(s):

Expiration Date:

Work Desc:

Work Order No:

Construction Date(s):

Attached Drawing(s): ☐ Y ☐ N

Contact:

Phone Number:

Insofar as the City of Aberdeen has the right and power to grant same, permission is hereby granted to do work requested in your letter: (Note: **Please submit permit applications 1-2 weeks prior to start date.**)

The City of Aberdeen will now require Utility Permits Requests be submitted for **all utility work** in the Aberdeen City limits. The City must be made aware of all excavation near a City of Aberdeen water main, sewer main, or storm drainpipe. This includes all SHA roadways and private property owner locations. There are no Harford County roadways in the City of Aberdeen. Harford County blanket permits are not valid in the City of Aberdeen City limits.

Pleased be advised work performed under Permit No _____ is subject to inspection by the City of Aberdeen, Department of Public Works as it relates to City water and sewer. **It is MANDATORY that the permittee contact the City Inspector, Brian Shatto, at 410-272-1600 Ext. 224** between the hours of 7:00 a.m. and 3:00 p.m., Monday through Friday, to re-request inspections.

If, during the course of performing the work authorized in this permit, any damage occurs to the City of Aberdeen public water, sewer or storm drainage system(s), the permittee (or its agent) will immediately notify the City of Aberdeen, Department of Public Works Shop at 410-272-1414, or if after 3:00 p.m., the City of Aberdeen Police Department at 410-272-2121. **At no time will the permittee (or its agent) attempt to close or open any public water main valves or in any way operate the public utilities be-longing to the City of Aberdeen.**

If we can be of assistance, please do not hesitate to contact me at 410-272-1600.

Sincerely,
Josh Quesenbery
Director of Public Works