

Kenneth W. Jenkins
County Executive

Department of Public Works and Transportation

Hugh J. Greechan, Jr., P.E., Commissioner
Gayle M. Katzman, P.E., First Deputy Commissioner
Hernane N. De Almeida, P.E., Deputy Commissioner



DATE: _____

RE: CO. ROAD: _____
PURPOSE: _____
NAME: _____

Dear Applicant,

Enclosed, Please find three (3) Application for Permit to do work on and within a County Road Area. This form must be fully completed and returned to my attention with three (3) copies of site plans or sketches (item 9) in accordance with the Westchester County Administrative Code.

Please note the following requirements must be met prior to a Road Opening being approved and issued:

1. Signature of Highway Superintendent on the back of each copy from concerned municipality where work project is designated.
2. The following insurance forms are mandatory (see attached for Residential/Commercial Requirements):
 - A. General Liability (minimum \$1,000,000)
 - B. Workmen's Compensation
 - C. New York State Certificate of Disability
3. Certified or Bank Check payable to the County of Westchester for applicable fee and deposit. You will be advised, after review of the site plan, of this figure.

The above information should be forwarded to: **Andrew O'Rourke, Department of Public Works and Transportation, 148 Martine Avenue – Room 522, White Plains, New York 10601**

If I may be of any assistance, please do not hesitate to call me at (914) 995-6403

Very truly yours,

Andrew O'Rourke

Permit Agent

AJOR/ajor
Enclosure
Cc: V. Cottini/G. Ireland/J. Nicholson/T. Zwahlen

Permits and Contract Administration
148 Martine Avenue, Room 522
White Plains, New York 10601
Tel: 914 995-2594
Fax: 914 995-6409

Road Maintenance Division
198 Lake Street
White Plains, New York 10604
Tel: 914 995-4951
Fax: 914 995-6233