

FAQ for Private Construction in the Public Right-of-Way

What are the requirements? A permit must be obtained for any work done within the Township’s streets. A written application for permit must be completed and all work must be inspected by the Township Engineer. Any contractor employed to do such work must be bonded with the Township. Call the Engineering Bureau at 973-509-5710 if you would like a copy of the list of bonded contractors.

What kind of “bond” and what amount is required? A sample bond is included at the end of this document, which your contractor must obtain from their insurer. The Township will also accept a cash bond for the work (certified check only), which we will hold for a minimum of 30 days beyond the date the work is completed. Required bond amounts are:

- For sidewalk, curb and driveway apron construction \$2,000
- For opening the street (for sewer or water connections) \$5,000

Who can apply for the permit? Unless the property owner is completing the work themselves, a licensed and bonded contractor must apply for the permit. Property owners are not required to obtain a bond, but they must still apply for the permit and pay any permit fees.

Where do I apply for the permit? Permits may be obtained **in person only** at the Department of Community Services, Engineering Bureau located at 219 N. Fullerton Avenue, except for water connections. Water and sewer connection permits must be obtained from the Montclair Utilities Dept. at 54 Watchung Avenue, **only after applying for a street opening permit**. Both processes typically take five to ten minutes.

What are the permit fees?

Item	Permit Fee
Sidewalk construction	\$0.15 per square foot; \$20 minimum
Driveway construction	\$20
Curb construction	\$0.30 per linear foot; \$20 minimum
Opening the street	Streets paved 5 years ago or less: \$300 Streets paved more than 5 years ago: \$200
Roof drain/leader to gutter	\$20
Sanitary sewer connection*	\$40
Storm sewer connection to manhole or inlet	\$40
Water service installation or repair*	Varies

*Must be obtained from Montclair Water Bureau. Call (973) 744-4600 for more information.

Details of these provisions are contained in the Revised Ordinances of the Township of Montclair, Chapter 269, Sewers; Chapter 297, Streets and Sidewalks; and Chapter 341, Water. Ordinances are accessible on the Township’s website at www.montclairnjusa.org.

What if I live on a County Road? Permits for work on these streets must be obtained from the office of the County Engineer. For more information, call the Essex County Department of Public Works at 973-226-8500, ext. 248.

ESSEX COUNTY ROADS IN MONTCLAIR

Route	Name	Address Range
643	Alexander Avenue (Grove Street to Bloomfield line)	1-121
640	Bradford Avenue	All
506	Bloomfield Avenue	All
668	Elm Street	All
623	Grove Street	All
642	Mt. Hebron Road (Valley Road to Grove Street)	40-71
618	Normal Avenue	All
669	Orange Road (south of Llewellyn Road)	243-453
669	Orange Road West	All
620	Upper Mountain Avenue (\pm 300ft. north of Jerome Place)	404-611
621	Valley Road (north of Bloomfield Avenue)	46-860
655	Watchung Avenue	All

SAMPLE BOND
See FAQ for correct bond amount

_____ of _____
name of contractor Contractor's street or mailing address

as PRINCIPAL and _____ of _____
Name of insurer Insurer's street or mailing address

a corporation organized and existing under the laws of the State of _____ and authorized to do business in the State of New Jersey, as SURETY, are held and firmly bound unto the TOWNSHIP OF MONTCLAIR, in the County of Essex a municipal corporation, in the sum of TWO THOUSAND AND 00/100 DOLLARS (\$2000 00) or FIVE THOUSAND AND 00/1 000 DOLLARS (\$5000.00) lawful money of the United States of America, to be paid to the said Township of Montclair, in the County of Essex, its successors or assigns to which payment and truly to be made, we bind ourselves, our heirs, executors, administrators,. successors and assigns jointly and severally, firmly by these presents.

SIGNED, sealed and dated this _____ day of _____, 20_____.

WHEREAS. the above-named _____ has been authorized by the Township of Montclair, in the County of Essex, to excavate and open streets and public grounds in the Township of Montclair, in the County of Essex, New Jersey.

NOW, THEREFORE, the condition of this obligation is such that if the above-named _____ shall perform all construction work in conformance with the Ordinances of the Township of Montclair, in the County of Essex, relating to said work and shall leave any street, curb or sidewalk in as good condition as same was in before the commencement of said work and shall protect and save harmless the Township of Montclair from all loss, damage, and expense arising out of said construction work, then this obligation to be void otherwise to remain in full force and effect.

It is understood that the liability on this bond terminates on December 31, 20_____ or one year from the date of issue.

Witnessed by:

(Contractor)

By: _____

(Insurer)

By: _____

Attorney-In-Fact