



TO: All Permittees
FROM: Jay Jaber, P.E.
Assistant Commissioner, Bureau of Permit Management & Construction Control

Vincent P. Maniscalco
Assistant Commissioner, Highway Inspection & Quality Assurance (HIQA)/Street Assessment/News Rack and Commercial Bike Unit

DATE: October 15, 2014

RE: Winter Moratorium (Restoration Policy)

Permittees must restore the base and wearing course of their roadway and/or sidewalk openings with temporary pavement during the winter moratorium period, which begins on December 1, 2014 and ends on April 1, 2015. If the weather permits, those who wish to complete final restoration during this period may do so, provided there is a valid permit on file that allows restoration work. However, if final restoration (wearing course) has not been completed prior to the expiration of the permit, a "restoration only" permit must be obtained. This will allow the permittee to restore the wearing course. This policy applies to permits that expire during the moratorium period.

Street Openings and Excavations:

- Must be flush with surrounding area
- Must be monitored to verify they are free of defects and safe

Steel Plates

- Must be recessed/countersunk with the surrounding area
- Must post signs indicating "Steel Plate(s) Ahead" or "Raise Plow" at locations where steel plates have been recessed/countersunk

Please note: In instances where the crown of the roadway or any other condition prevents a permittee from countersinking a steel plate, DOT HIQA must be contacted by sending an email to: jyacca@dot.nyc.gov with a cc to vmaniscalco@dot.nyc.gov. Upon receipt of the email, HIQA will conduct an inspection of the location. After which, the permittee will be notified via e-mail how to proceed.

Corrective Action Request (CARs) issued for "overdue final restoration" during this period will carry a fee. In all cases, street openings (roadway and/or sidewalk) shall be permanently restored by April 1, 2015.

This policy dated October 15, 2014 supersedes any and all previously issued policies regarding DOT's Winter Moratorium.

Sincerely,

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Jay Jaber, P.E.
Assistant Commissioner
Bureau of Permit Management &
Construction Control, OCMC

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Highway Inspection & Quality
Assurance/Street Assessment