



# CITY OF HAGERSTOWN, MARYLAND

## Department of Engineering & Permits

### APPLICATION & PERMIT FOR GENERAL STREET CONSTRUCTION

APPLICATION IS HEREBY MADE BY: \_\_\_\_\_  
(NAME OF APPLICANT, ADDRESS & PHONE#)

TO COMPLETE STREET CONSTRUCTION AT THE FOLLOWING LOCATION:

IN ACCORDANCE WITH CHAPTER 216, "STREETS & SIDEWALKS", WITH THE APPROVED PLANS, AND IN CONFORMANCE WITH THE CITY OF HAGERSTOWN STANDARDS AND SPECIFICATIONS.

#### FEES & SURETIES

FEES: FILING FEE - THE FILING FEE SHALL BE A FLAT FEE OF \$25.00 PER SUBDIVISION OR STREET.  
INSPECTION FEE - THE INSPECTION FEE SHALL BE TWO PERCENT (2%) OF THE ESTIMATED COST OF THE CONSTRUCTION WORK TO BE PERFORMED AND A \$25.00 TECHNOLOGY FEE.

INSURANCE: WHEN REQUESTED, THE APPLICANT SHALL FILE A CERTIFICATE OF INSURANCE POLICY WITH THE CITY AS A COINSURED, CONDITIONED TO PROTECT AND SAVE HARMLESS THE CITY OF HAGERSTOWN FROM ALL CLAIMS FOR DAMAGES TO PROPERTY OR INJURY TO PERSON BY REASON OF SUCH CONSTRUCTION, ALTERATION, OR DEMOLITION WORK.

PERFORMANCE: BY THE PROVISIONS OF CHAPTER 140, "LAND MANAGEMENT CODE": SURETY: THE APPLICANT SHALL FILE A CASH BOND, PERFORMANCE BOND FROM A COMPANY QUALIFIED TO TRANSACT BUSINESS IN THE STATE OF MARYLAND, OR AN IRREVOCABLE LETTER OF CREDIT OR OTHER MEANS OF SURETY, IN AN AMOUNT EQUAL TO THE ESTIMATED COST OF THE REQUIRED PUBLIC IMPROVEMENTS, WHEREBY THESE IMPROVEMENTS, INCLUDING PUBLIC UTILITIES, MAY BE INSTALLED WITHOUT COST TO THE CITY IN THE EVENT OF DEFAULT OF THE APPLICANT.

BONDING AND INSURING AGENCIES SHALL BE RELEASED FROM FINANCIAL RESPONSIBILITY UPON OFFICIAL ACCEPTANCE OF THE WORK AND WITH THE EXPIRATION OF THE ONE-YEAR GUARANTEED MAINTENANCE PERIOD.

#### RESPONSIBILITY OF APPLICANT

I HEREBY AGREE AND SHALL BE RESPONSIBLE FOR CARRYING OUT THE PROPOSED WORK IN ACCORDANCE WITH THIS PERMIT, APPROVED PLAN, THE CITY OF HAGERSTOWN STANDARDS AND SPECIFICATIONS, AND IN COMPLIANCE WITH ALL OTHER APPLICABLE PERMITS.

\_\_\_\_\_  
SIGNATURE OF PERSON AUTHORIZED TO MAKE APPLICATION

NOTE: THE OWNER/APPLICANT SHALL BE IN THE SAME NAME AS THE INSURANCE POLICY AND SURETY.

ESTIMATED CONSTRUCTION COST: \_\_\_\_\_

FEE AMOUNT: \_\_\_\_\_

FILING & TECH FEE: \$50.00

TOTAL AMOUNT: \_\_\_\_\_

Revised 01/02/2026