



City of *Revere*

Licensed Drain Layer

New Applications

and Renewal Packet

April 1st, 2023 – March 31st, 2024



City of Revere

Please follow the following directions to submit your drain layer packet successfully:

- Submit all documentation listed on the Instructions and Requirement Page
- Please have the owner or proprietor sign and initial all pages where initials and signatures are required

Email all documents to: drainlayer@revere.org

Mail in the Non-refundable application fee to:

Engineering Department
Attn: Drainlayer Applications
281 Broadway
Revere, MA. 02151



Brian M. Arrigo
Mayor

City of Revere

Donald Ciaramella
Chief of Infrastructure &
Public Works
321R Charger Street
Revere, MA 02151
O: 781-286-8149
dciaramella@revere.org

INSTRUCTIONS & REQUIREMENTS FOR CONSIDERATION TO BE INCLUDED IN THE CITY OF REVERE LICENSED DRAIN LAYERS LIST

- ☐ Provide a letter on company letterhead requesting to become a Licensed Drain Layer.
- ☐ Provide three letters of recommendation* (letters from other Cities/Towns is preferred)
- ☐ Provide a \$10,000.00 street and sidewalk bond made out to The City of Revere. An original bond with a raised seal is required.
- ☐ Provide a Certificate of Insurance that covers workers compensation and general liability in the amount of \$100,000 per person (min.) and \$300,000 per claim (min.) *or* provide evidence of self-insurance. Insurance must cover the full license period.
- ☐ Provide a list of employees with hoisting equipment licenses and a copy of each employees hoisting equipment license, front and back. This is required of every employee holding such a license.
- ☐ Drain layers must post a free-standing "A" frame sign on each side of the street opening location. The signs must have the company's name and phone number on both sides. Provide a photo of the company's free-standing "A" frame sign
- ☐ Drain layers shall place a plastic utility marker in each completed trench. Utility markers shall be green and must display the company name and year. Provide a photo or sample of the actual plastic marker.

Application fees shall be paid to the City Collector. Checks payable to the City of Revere:

- a. \$275.00 if company located in the City of Revere
 - b. \$375.00 if company is located outside the City of Revere
- ☐ Provide the receipt or other proof of payment from the City Collector's Office

**Not required if a renewal.*



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City of Revere Guidelines for Water and Sewer Connections

All Materials excavated, must be removed from site. This material is not allowed as fill. Non-metallic warning tape is required at 24" above utilities.

All Backfill shall be reprocessed or suitable. This determination shall be made by the City of Revere. Backfill shall be compacted in eight-inch (8") lifts. Water utilities shall be in clean sand.

All main road trenches shall be backfilled with flowable fill and suitable material surrounding pipe. Sewer/Drain utilities shall be bed in $\frac{3}{4}$ " (max) crushed stone.

All new homes must use a minimum of at least one inch (1") K cooper.

Townhouse style homes must have separate water and sewer lines. 10 feet for non-like trenches.

When new service lines are being installed, the taps are required to be a minimum of two feet (2') apart.

Separate water and sewer trenches must be five feet (5') apart; for non-like trenches must be 10' feet apart.

On all live taps up to and including 2 inches are allowed above most cut in with fitting on the main line, the pipe size must be at least one size larger than that tap size.

Water lines must be at least five feet (5') deep.

Pertaining to water service, all lead must be removed to the main.

Water meter must be located within five feet (5') of the footprint of the building.

Sewer lines must be a minimum of four-inch (4") PVC; six inch (6") where the main can accommodate it.

All unlined sewer main connections are required to have a Tee/Y cut in and a lined main is to have an insert-tee connection installed.

When hooking up to an existing sewer line, the contractor is responsible for the condition of the pipe to the main. If questionable, automatic replacement is required.

All water service shut off boxes must be placed in the middle of sidewalk for any and all construction. The water box must be always clear and accessible.



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All or any constructed, reconstructed, or rehabilitated roadway that has been constructed or rehabilitated within the past five (5) years is mandated by the City of Revere to have infrared paving.

It is mandatory that each contractor/drain layer post an "A frame" standing sign on each side of the street opening site. The sign will need to have the company's name and phone number on each side of "A" frame sign stand

It is a requirement for every drain layer to place plastic utility markers for every trench completed. Utility markers are to be the color Green. They will also need your company name and year on each marker.

The contractor is responsible for submitting, in writing, all ties to all water and sewer lines, including connection to the curb box. This information shall be filed with the Water/Sewer Billing office at City Hall.

The drain layer (contractor) is responsible for providing a safe working environment for its workers, inspectors, and the public and shall comply with all city, state, federal including OSHA safety regulations.

X _____
Initial to Acknowledge



The City of REVERE, MASSACHUSETTS

Engineering Department
281 Broadway, Revere, MA 02151
(781) 286-8152

NICHOLAS J. RYSTROM
City Engineer

Proposed site plans are required for all construction (new AND redeveloped) projects prior to City Engineer approval and permit issuance. This is a proposed site plan and should be treated as an existing condition, detailed survey plan, overlaid with all proposed development and modifications. The requirements of said site plan are as follows:

- 1.) Comply with the *Zoning Ordinances of the City of Revere, Section 17.17.050 "Materials for Review"* and the *City of Revere Rules & Regulations Governing the Subdivision of Land, Section 4 "Definitive Plan"*
- 2.) Show to considerable detail all that is proposed to be constructed
- 3.) All plans shall be prepared with drafting software (AutoCAD or other), **NO SKETCHES**
- 4.) All plans shall be prepared at 40 scale (engineering, 1" = 40') or other, approved by the City Engineer and on sheets NO BIGGER than 24" x 36"
- 5.) Provide locations of all underground utility services
- 6.) Provide locations of all relevant utility structures (CBs, MHs, etc.), including rim and invert elevations
- 7.) Provide size and material for all underground utilities, including both main lines and service lines
- 8.) Show proposed utility service penetration locations with dimensions along the foundation
- 9.) Show foundation dimensions and closest offset to each property line
- 10.) Provide top of foundation elevation
- 11.) Provide reference to vertical datum
- 12.) Provide existing and proposed site topography and distinguish between the two
- 13.) Provide reference to horizontal datum - coordinates of two lot corners or tie to two local permanent monuments
- 14.) Provide parcel ID, street address, and any previous lot designations
- 15.) Provide relevant information for direct abutters (now/formerly, parcel ID, etc.) as well as any relevant adjacent structures
- 16.) Show bearings and distances of all site property lines and related rights of way, accurate to 1/100 of a second and 1/100 of a foot
- 17.) Show all driveways, decks, porches, pavement, grassed areas, landscaping, trees in excess of 4" dia., retaining walls, etc.
- 18.) Show light poles, signs, utility poles, pavement markings, parking meters, etc.
- 19.) Provide a zoning bulk table showing required and proposed zoning information (zoning district, offsets, required open space, etc.)
- 20.) Show any/all existing and proposed easements
- 21.) List any/all variances, special permits, or waivers on the plan(s) as well as evidence that any of such have been obtained
- 22.) Provide all other measurements accurate to 1/10 of a foot
- 23.) Provide a north arrow (specify true or magnetic)
- 24.) Plan shall be wet stamped, signed and dated by a registered PLS and PE
- 25.) Perform a deep hole excavation at the approximate center of the proposed foundation and provide the results of a soil evaluation performed by a State licensed soil evaluator. Evaluation should include but not be limited to soil type(s), soil layer thickness, ground water elevation, etc. The elevation of the proposed building foundation shall be adjusted accordingly
- 26.) Provide proposed sediment and erosion control measures (i.e., barrier, inlet protection, construction entrance, etc.)

The guidelines listed above are provided as base requirements only. The City Engineer reserves the right to require or omit any data or information, based on individual circumstances.



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Application Withdrawal

In the event that an applicant wishes to withdraw a permit application, the attached "Request to Withdraw Street Opening Permit" form must be completed in its entirety and provided to the City of Revere. Only after proving said form and paying any relevant fees with the permit be withdrawn.



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REQUEST TO WITHDRAW STREET OPENING PERMIT(S)

I am the permit holder, or entity who hired the permit holder, and hereby authorize the city of Revere to withdraw Street Opening Permit(s) # _____ for the property located at street address _____, Revere, MA 02151.

☐

Initial here if: **Work did not commence. A site inspection is required to verify field conditions before the permit/s can be withdrawn.**

Reason(s) for termination

Has work started under this permit/s? Yes _____ NO _____

Please fill out either the Permit Holder OR Property Owner Section below:

Permit Holder- Name-PRINT

Property Owner-Name-PRINT

Street Address

Street Address

City/Town State Zip Code

City/Town State Zip Code

Email: _____

Email: _____

Phone: _____

Phone: _____

Signature

Signature

THE COMMONWEALTH OF MASSACHUSETTS

On this _____ day of _____, 20____ before me, the undersigned notary public,
_____ personally appeared, proved to me through satisfactory evidence,
which were _____, to be the person whose name is signed on this document and acknowledged to me
that he/she signed it voluntarily for its stated purpose.

Notary Public

My Commission Expires _____

City of **Revere** - Resurfaced Streets - Past 5 Years - These Streets are to have Infrared Paving

Disclaimer: List is subject to change. Street projects may be added during the year. It is the drainlayers responsibility to confirm if paved prior to construction.

CALENDAR YEAR 2022

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
BREEDENS LANE	BREEDENS LANE	SALEM STREET
BREEDENS LANE	LIBERTY AVENUE	HYWOOD STREET
CUSHMAN TERRACE		FULL LENGTH
AVON STREET		FULL LENGTH
GENNESSE STREET		FULL LENGTH
FURNESS STREET		FULL LENGTH
ESSEX STREET		FULL LENGTH
CAMBRIDGE STREET		FULL LENGTH
SOUTH CAMBRIDGE STREET		FULL LENGTH
VANE STREET	YEAMANS STREET	HY-SIL AVE
TUDOR STREET		FULL LENGTH
SUFFOLK AVENUE		FULL LENGTH
RIDGE ROAD		FULL LENGTH
FRANKLIN PLACE		FULL LENGTH
WALNUT AVENUE	FRANKLIN AVENUE	BEACH STREET
WALNUT AVENUE		JAMES STREET
JAMES STREET	ARLINGTON AVENUE	WALNUT AVENUE
TAFT STREET	BROADWAY	HADDON STREET
HADDON STREET	TAFT STREET	VINAL STREET
WILSON STREET	TAFT STREET	REVERE BEACH PARKWAY
OCEAN AVE	WEST STREET	ELIOT CIRCLE
PEARL AVENUE	WINTHROP AVENUE	ORCHARD STREET
ORCHARD STREET	WINTHROP AVENUE	CRESCENT AVENUE

CALENDAR YEAR 2021

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
SHIRLEY AVENUE	VFW PARKWAY	NORTH SHORE ROAD
EASTERN AVENUE		FULL LENGTH
PUTNAM STREET		FULL LENGTH
CUMMINGS AVENUE		FULL LENGTH
B STREET (FULL LENGTH)		FULL LENGTH
C STREET (FULL LENGTH)		FULL LENGTH

CALENDAR YEAR 2020

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
PROCTOR AVENUE		FULL LENGTH
EASTERN AVENUE		FULL LENGTH

LINCOLN STREET	BURBANK	BLANEY
SPRAGUE STREET		FULL LENGTH
EUSTIS STREET		FULL LENGTH
JOHN MOONEY ROAD	EUSTIS	BEACH STREET
EVERETT STREET (FULL LENGTH)		FULL LENGTH
RUMNEY ROAD	PATRIOTS PARKWAY	GRAVES ROAD
<u>CALENDAR YEAR 2019</u>		

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
FITZHENRY SQUARE	NAHANT AVENUE	CENTENNIAL AVENUE
CENTENNIAL AVENUE	CAMPBELL AVENUE	WAVERLY AVEUNE
GARFIELD AVENUE	BLAKE STREET	SHIRLEY AVENUE
KIMBALL AVENUE	VFW PARKWAY	NORTH SHORE ROAD
KINGMAN AVENUE	MALDEN STREET	FENLEY STREET
NORTH AVENUE	MALDEN STREET	FENLEY STREET
CONANT STREET	MALDEN STREET	FENLEY STREET
MCKINLEY STREET	REVERE STREET	END OF THE ROAD
MOUNTAIN AVENUE	BROADWAY	ADAMS STREET
PITCAIRN STREET	PATRIOTS PARKWAY	BROADWAY
WASHINGTON STREET	MCKINLEY STREET	ROOSEVELT STREET
CALUMET STREET	SAGAMORE ROAD	TO DEAD END
PROSPECT AVENUE	BROADWAY	SUFFOLK AVE
T. CARROLL WAY	PROSPECT AVENUE	RESERVOIR AVENUE
TUCKERMAN STREET	MALDEN STREET	CUSHMAN AVENUE
TRUE STREET	SCHOOL STREET	DEAD END
TREVALLEY ROAD	PAYSON STREET	THURLOW AVENUE
HALL STREET	EATON STREET	MILL STREET
HARRINGTON STREET	BEACH STREET	LOWE STREET PLACE
LINCOLN STREET	AMASA	BURBANK
VIVIEN STREET	MOUNTAIN AVENUE	LINCOLN STREET
DANA STREET	N. SHORE ROAD	DEAD END (JUST E. OF GARFIELD)
DIX STREET	GARFIELD AVENUE	DEAD END
THORNTON STREET	SHIRLEY AVENUE	FRANKLIN AVENUE
WINTHROP AVE.	BROADWAY	BEACH STREET
PEMBERTON STREET	MALDEN STREET	SQUIRE ROAD
MARSHALL STREET	STEVENS STREET	SQUIRE ROAD
AUGUSTUS STREET	MALDEN STREET	SQUIRE ROAD
GROVER STREET	KEYNE STREET	AUGUSTUS STREET

<u>CALENDAR YEAR 2018</u>		
<u>STREET</u>	<u>FROM</u>	<u>TO</u>
CARLSON AVENUE	FENLEY STREET	MALDEN STREET
RUMNEY ROAD	BROADWAY	GRAVES ROAD
TAPLEY AVENUE	SCHOOL STREET	END OF THE ROAD
TAPLEY PLACE	TAPLEY AVE	DEAD END
ROOSEVELT STREET	REVERE STREET	DESD END

WASHINGTON STREET	ROOSEVELT	EAST TO DEAD END
SAGAMORE ROAD	REVERE STREET	SHAWMUT STREET
DUNN ROAD	SAGAMORE STREET	END OF THE ROAD
NEPONSET STREET	DUNN ROAD	N. SHORE ROAD
WALNUT AVENUE	BEACH STREET	KIMBALL AVENUE
HIGHLAND STREET	SHIRLEY AVENUE	FRANKLIN AVENUE
FLORNECE AVENUE	ARLINGTON AVE.	CENTENNIAL AVENUE
JAMES STREET	ARLINGTON AVENUE	FLORENCE AVENUE
CLARK ROAD	ELIOT ROAD	WOLCOTT ROAD
WINTHROP AVENUE	HADDON STREET	VICTORIA STREET
MOUNTAIN AVENUE	BROADWAY	SCHOOL STREET
N. MARSHALL STREET	SALEM ST.	TO DEAD END APPX 135'
DASHWOOD STREET	OAK ISLAND STREET	TO DEAD END
INTERVALE STREET	GLADYS STREET	TO DEAD END
FRANKLIN STREET	SALEM STREET	OAK TREE LANE

CALENDAR YEAR 2017

<u>STREET</u>	<u>FROM</u>	<u>TO</u>
ARLINGTON AVENUE	CENTENNIAL AVENUE	END OF THE ROAD
PAGE STREET	FENNO STREET	BROADWAY
BEACH STREET	BROADWAY	WILSON STREET
WILSON STREET	BEACH STREET	VINAL STREET
HERMAN STREET	BROADWAY	WILSON STREET
YEAMANS STREET	BROADWAY	PARK AVENUE
BROADWAY	MOUNTAIN AVENUE	PITCAIRN ST / BEACH ROAD
WOODLAND ROAD	VIEW STREET	S. TO DEAD END
GLENDALE STREET	DASHWOOD STREET	GLADYS STREET
ATWOOD STREET	SHURTLEFF STREET	DEAD END OF THE ROAD



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To All City of Revere Drainlayers,

As of today 10/21/21, any permit entered in Citizen Serve without a related civil drawing of the work to be performed will be DENIED. We have recently received an influx of calls about the status of SOPs only to find that no civil design plans were ever uploaded. As a drain layer for the city, you signed an affidavit to adhere to ALL requirements of the city. One such requirement states that a civil design plan must be submitted for review prior to the approval of said SOP.

Please note, continual disregard for this requirement may result in denial of a future license renewal application.

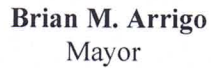
AGAIN, ANY PERMIT ENTERED INTO CITIZEN SERVE WITHOUT A COMPLETE CIVIL DESIGN PLAN WILL BE DENIED.

REMINDERS:

1. **ALL Permit Inquiries, status updates, questions, etc., must be directed to the Principal Clerk of the Engineering office ONLY.**

Any calls made directly to the Chief of Infrastructure or the City Engineer regarding permit approvals will not be addressed nor responded to. You must contact the Principal Clerk with any questions or inquiries. If needed, forward of such inquires to the heads of departments will be at the clerk's discretion.

2. **Street opening inspection requests are made to the 311 centers ONLY. Please call 781-286-8311 to request an inspection prior to backfilling. Calls to Water Sewer Drain superintendent, foreman, and/or crew for an inspection will be forwarded to 311.**



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**ACKNOWLEDGEMENT OF RECEIPT OF CITY OF REVERE GUIDELINES
FOR WATER AND SEWER CONNECTIONS**

It is the drainlayer's responsibility to read, discuss, and understand the information, rules, and procedures provided. By signing below, the drainlayer acknowledges the following:

I/We hereby acknowledge that I/we have received, read, and fully understand the requirements of City licensed drainlayers. Further, I/we agree to abide by the policies and procedures described in the guidelines provided as defined in the drainlayer application requirements. I/we understand that I will be held accountable for all work performed in accordance with said requirements.

Owner Signature _____ Date: _____

Print Name _____

A-Frame Example



A Frame Example





**Example of Utility
Marker. Must be Green,
Have Company Name
and Year 2023/2024**