

**Department of Municipal Works
Engineering Office**

116 HAMPTON ROAD
SOUTHAMPTON, NY 11968

Phone: (631) 702-1750
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TOWN OF SOUTHAMPTON



JAY SCHNEIDERMAN
TOWN SUPERVISOR

Christine Fetten, P.E.
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ASSISTANT TOWN ENGINEER

ENGINEERING DIVISION – SUBDIVISION ROAD INSPECTION SCHEDULE

Inspections are required at specific stages of construction of new subdivision roads. It is the responsibility of the applicant or applicant's representative to manage the scheduling of the work to ensure that the Engineering Division is contacted in a timely manner and that the work can be completed around other constraints.

Specifically, asphalt paving cannot begin until the road base material has been beam tested and approved by the Town Engineer. Furthermore, asphalt paving should be scheduled to account for the seasonal closure of asphalt plants (generally between the months of December and April).

The applicant shall not start any work until approval has been obtained from the Planning Board and a pre-construction meeting is held with the Engineering Division. **Any work completed prior to this meeting shall be deemed unacceptable and removed, as directed by the Town Engineer.**

Schedule a pre-construction meeting with the Engineering Division two weeks prior to the start of construction. The road Right-of-Way (ROW) must be staked by a licensed Land Surveyor prior to the pre-construction meeting. At a minimum, the Engineering Division will perform the inspections listed below. Call for all inspections a minimum of 48 hours in advance, unless otherwise noted.

Clearing & Grubbing

1. ROW to be cleared of trees and grubbed for the required width and distance.
2. The applicant or applicant's representative is responsible for ensuring that all utilities are properly installed, marked out and accounted for during the entire road construction process.

Stormwater Drainage

1. All drainage structures installed as required by the approved road and drainage plans.
2. All cross-piping complete using 15" smooth wall corrugated HDPE mortared in place in & out.
3. All roof drain piping complete and mortared in place inside & outside.
4. All castings and their adjustment collars mortared and parged inside & outside.
5. All structure top slabs set in bed of mortar around top of structure walls.
6. Do not backfill installed drainage structures before they are inspected.
7. Drainage system will not be approved with debris or standing water.

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Base Preparation

1. Curbing or drainage swales completed
2. Road base in place for the specified length, width and depth.
3. Base material is properly graded, shaped and compacted.
4. Drainage grates set at final elevation and cemented in place.

Beam Test

1. Call the Engineering Division to schedule a beam test a minimum of three weeks prior to the proposed test date.
2. The road base must be fully prepared and ready for inspection 24 hours before the test. If the inspector deems the base unsuitable for testing the beam test will be cancelled.
3. On the day of the beam test the applicant or applicant's representative must provide:

- either a) A 6 wheel truck - 18,000 lbs loaded weight \pm 200 lbs
or b) A 10 wheel truck - 32,000 lbs loaded weight \pm 200 lbs

The specified weight must be measured on the rear wheels only. Provide the inspector with the weight ticket for the loaded truck on the date of the beam test.

Asphalt Paving

1. Upon receiving written confirmation of a successful beam test, schedule a paving date and time with the Engineering Division. A representative of the Engineering Division must be on site during the paving process.
2. No asphalt shall be placed unless the ambient temperature is a minimum of 40 deg. F and rising. No asphalt shall be placed during rainfall events or if the Town Engineer deems the road base to contain too much moisture.
3. Asphalt shall be supplied from plants to the type indicated on the approved plans.
4. All seams where new and existing asphalt pavements meet shall be properly sealed.
5. Provide asphalt core test results, from a certified testing agency, indicating the thickness of each course, gradation of the aggregate in each mix, and percent of asphalt cement in each mix.

Shoulder Restoration

1. All cleared and excavated materials and construction debris shall be removed and properly disposed of off-site.

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2. Shoulders of the road shall be restored with a minimum of 3” of topsoil and then seeded. A representative of the Engineering Division will inspect the shoulders to determine if the depth of the topsoil is acceptable prior to the application of seed.
 3. Street trees and cul-de-sac plantings shall be installed as required by the Planning Board. All vegetation shall be inspected and approved by a representative of the Planning Division.

Failure to obtain Engineering inspections at each stage of the construction process will either delay final approval or result in a substantial cost increase to the applicant due to the need to expose or verify installed components prior to obtaining approval.