



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, Commercial Bike Unit, Vision Zero Street teams and Pedestrian Ramp Enforcement Unit

DATE: October 1, 2018

RE: Winter Moratorium Policy

The Winter Moratorium period begins December 1, 2018 and ends on March 31, 2019. This policy applies to permits that expire during the Winter Moratorium period. Permittees must either restore the base and wearing course of their roadway and/or sidewalk openings with temporary pavement or complete final restoration during this period provided there is a valid permit on file. If final restoration has not been completed prior to the expiration of the original permit, a "restoration only" permit must be obtained. Permittee must indicate the original permit number on the "restoration only" permit application.

In all cases, street openings (roadway and/or sidewalk) shall be permanently restored by April 1, 2019.

Street Openings and Excavations:

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

Steel Plates:

- Require an active permit to maintain the steel plate(s) during the Winter Moratorium period.
- Must be recessed/countersunk and skid-resistance plating with the surrounding area between December 1, 2018 and March 31, 2019.
- Must post signs indicating "Steel Plate(s) Ahead" or "Raise Plow" at locations where steel plates have been recessed/countersunk. These signs must be removed at the end of the Winter Moratorium period.
- **Please note:** In instances where any condition prevents a permittee from countersinking a steel plate, DOT HIQA must be contacted by sending an email with an attached photo of the extenuating circumstance to: jyacca@dot.nyc.gov with a cc to vmaniscalco@dot.nyc.gov and all borough related personnel. Upon receipt of the email, HIQA will conduct an inspection of the location. After which, the permittee will be informed via e-mail on how to proceed.
- Your request will be reviewed and a decision will be rendered. Submission of the request does not guarantee acceptance.

This policy dated October 1, 2018 supersedes any and all previously issued policies regarding DOT's Winter Moratorium.

Sincerely,

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

Sincerely,

Vincent P. Maniscalco
Assistant Commissioner
Highway Inspection & Quality
Assurance/Street Assessment