

**Appendix A**  
**Bloomfield Permit Manual**  
**Minimum Notification Requirements**

The Permittee shall, as a minimum, provide written notifications (preferably by email to <mailto:engineers@bloomfieldct.org>) to the Town Engineer regarding the commencement and progress of Regulated Activities as follows:

1. ***Start Work:*** Notification of the pending commencement of Regulated Activities as associated with a subject permit (or portions thereof as applicable), no earlier than 5 full working days and no later than 1 full working day prior to scheduled commencement.
2. ***Initial Completion:*** For Regulated Activities that include temporary pavement restoration or other types of temporary restoration, notification of completion of temporary restoration activities within 3 working days of such completion.
3. ***Final Restoration Commencement:*** For Regulated Activities that include temporary pavement restoration or other types of temporary restoration, notification of the pending commencement of final restoration activities, no earlier than 5 full working days and no later than a full working day prior to scheduled commencement.
4. ***Completion of Regulated Activities:*** For all permitted Regulated Activities, notification of completion of all subject regulated activities (including all final restoration) within 3 working days of such completion. Such notification of Completion of Regulated Activities is a pre-requisite to the initiation of the general warranty period for the subject Regulated Activities.
5. ***Corrective Work Commencement:*** Whenever corrective work has been required of the Permittee (at any point prior to expiration of the general warranty), notification of the pending commencement of such corrective work no earlier than 3 full working days and no later than 1 full working day prior to scheduled commencement.
6. ***Corrective Work Completion:*** Whenever corrective work has been required of the Permittee (at any point prior to expiration of the general warranty), notification that the subject corrective work has been completed. Where corrective work has been required, such Notification of Corrective Work Completion shall function as the Notification of Completion of Regulated Activities with respect to the subject corrective work.
7. ***Other required notifications:*** Any other notifications, in a timely manner, as may be required by the Town Engineer or the Chief of Police with respect to any particular Regulated Activities.

Note: “Working days” is defined as including any non-holiday (per the Town of Bloomfield official schedule for offices and employees) weekday.