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:     November 4, 2021
RE:        Winter Moratorium Policy

The Winter Moratorium period begins December 1, 2021 and ends on March 31, 2022. This policy applies to all permittee/contractor that have plates or excavation on any city roadway 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 providing there is a valid permit on file. If the final restoration has not been completed prior to the expiration of the last work permit, a C.A.R will be issued in lieu of a summons.

In all cases, street openings (roadway and/or sidewalk) shall be permanently restored by April 1, 2022.

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

Plates covering excavations on roadways and sidewalks:
- Requires an active permit to maintain plate(s) during the Winter Moratorium period.
- Must be recessed/countersunk and skid-resistance plating with the surrounding area between December 1, 2021 and March 31, 2022.
- Must post signs indicating “Plate(s) Ahead” or “Raise Plow” at locations where 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 a photo attached of the extenuating circumstance to: jyacca@dot.nyc.gov with a cc to vmaniscalco@dot.nyc.gov, cantoine@dot.nyc.gov and the borough which the

NYC Department of Transportation
Sidewalk and Inspection Management
55 Water Street, 7th Floor, New York, NY 10041
T: 212.839.8847  F: 212.839.8867
nyc.gov/dot
plated issue exist (mnhiga@dot.nyc.gov, bxhiga@dot.nyc.gov, bkhiga@dot.nyc.gov, gnhiga@dot.nyc.gov, sihiga2@dot.nyc.gov).

- 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 November supersedes any and all previously issued policies regarding DOT’s Winter Moratorium.