

# ROAD OCCUPANCY PERMIT

Permit No. \_\_\_\_\_ Date received: \_\_\_\_\_

1. Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Address (Applicant): \_\_\_\_\_

3. Address (Property): \_\_\_\_\_

4. Contractor Name: \_\_\_\_\_

5. Application Reason: \_\_\_\_\_ New Drive Construction \_\_\_\_\_ Alter Existing Drive \_\_\_\_\_ Utility Installation \_\_\_\_\_ Other

Parcel Number: \_\_\_\_\_ Other description: \_\_\_\_\_

Scheduled Begin Date: \_\_\_\_\_ Scheduled Complete Date: \_\_\_\_\_

**INTENDED USE:**

\_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Other

---

**For Driveways (6-9): Applicant to place two (2) stakes at the end of driveway showing width.**

6. Proposed driveway location:

Road name and number: \_\_\_\_\_

Nearest Intersection name: \_\_\_\_\_

Distance to nearest intersection: \_\_\_\_\_

For the purpose of measuring sight distance, the drivers eye height shall be 3.50 feet above the proposed access surface and highway pavement surface and the vehicles' height shall be 4.25 feet above the proposed access surface and highway pavement surface.

7. Posted Speed Limit \_\_\_\_\_ MPH 8. Roadway sight distance \_\_\_\_\_ ft. right Roadway sight distance \_\_\_\_\_ ft. left

9. Driveway Radius \_\_\_\_\_ ft. right Driveway Radius \_\_\_\_\_ ft. left (Radius (R) of both driveway curves must be at least five feet for cars.)

10. Completed sketch (if required) \_\_\_\_\_

---

**For Utility Installations (11-14):**

11. Length of Excavation \_\_\_\_\_ 12. Depth of Excavation \_\_\_\_\_

13. Location (distance to nearest intersection) Beginning from: \_\_\_\_\_

Ending: \_\_\_\_\_

14. Sketch or Engineering plan (if required): \_\_\_\_\_

---

**FOR TOWNSHIP USE ONLY**

15. Bond (if required, when work encroaches into Township right-of-way): \_\_\_\_\_

16. Certificate of insurance (provide Contractor's Certificate of Insurance) \_\_\_\_\_

17. Fee Totals: \$ \_\_\_\_\_ = a. Issuing permit \$ \_\_\_\_\_ AND b. Township Inspection fee: \$ \_\_\_\_\_

18. Applicant shall place a stake at the desired location which shall coincide with submitted sketch. (A stake is to be placed to mark the location of proposed improvements. **NOTE: APPLICANT TO SIGN AND DATE**)

---

Permission is hereby granted to construct a driveway or utility station from the Township road stated in number three (3) as per specification of Township Roadmaster hereon. (Description of work):

---

Under and subject to all the conditions, restrictions, and regulations prescribed by the Township Supervisors on the reverse hereof, a true copy whereof is attached and made a part hereof, with the same force and effect as if written or printed herein and subject to the special conditions, restrictions, and regulations hereinafter forth.

The Applicant hereby agrees to comply with all relevant Ordinances of the Township (including this Ordinance) and statutes of the Commonwealth of Pennsylvania, together with all relevant resolutions and regulations promulgated under either. The Applicant agrees to defend, protect, and save harmless the Township and its officers, agents and employees from any and all

loss and liability rising out of any work to be performed pursuant to this permit, and shall fully indemnify the Township, its officers, agents and employees.

This application shall be considered as an application only – it may be considered a township road occupancy permit only at the time the specification of the Township Roadmaster is entered hereon, and a complete copy(s) furnished to the applicant.

All work under this permit is to be completed on or before six (6) months from the date of permit issuance. The Township Supervisors may at any time revoke and annul this permit for non-performance of, or non-compliance with any of the conditions, restrictions, and regulations hereof.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Pre-Inspection by: \_\_\_\_\_ Date: \_\_\_\_\_

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_

Final Inspection by: \_\_\_\_\_ Date: \_\_\_\_\_

**THIS APPLICATION IS FOR TOWNSHIP USE ONLY**

