

# ABBOTTSTOWN BOROUGH ROAD OCCUPANCY PERMIT APPLICATION

Permit # \_\_\_\_\_

Date \_\_\_\_\_

Description of work \_\_\_\_\_

\_\_\_\_\_

1. Name of applicant \_\_\_\_\_ Phone \_\_\_\_\_

2. Address of applicant \_\_\_\_\_

3. Address of property to be Improved \_\_\_\_\_

4. Contractor \_\_\_\_\_

5. Application is made to:  
\_\_\_\_ Construct a new driveway    \_\_\_\_ Alter an existing driveway    \_\_\_\_ Utility Installation  
\_\_\_\_ Other (describe) \_\_\_\_\_

Date work scheduled to begin \_\_\_\_\_

Date work scheduled to be completed \_\_\_\_\_

Intended use:  
\_\_\_\_ Residential    \_\_\_\_ Commercial    \_\_\_\_ Industrial    \_\_\_\_ Other

## For Driveway Installations: Applicant to place two stakes at the end of driveway showing width

6. Location of proposed driveway \_\_\_\_\_

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

Name of nearest intersection \_\_\_\_\_

Distance to nearest intersection in feet \_\_\_\_\_

For the purpose of measuring sight distance, the driver's 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 \_\_\_\_\_

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 (5) feet for cars.

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

**For Utility Installations:**

11. Length of excavation \_\_\_\_\_

12. Depth of excavation \_\_\_\_\_

13. Location (distance to nearest intersection)

From beginning \_\_\_\_\_

From end \_\_\_\_\_

14. Sketch or engineering plan (if required) \_\_\_\_\_

15. Bond (if required) \_\_\_\_\_

16. Certificate of Insurance \_\_\_\_\_

17. Total fees \_\_\_\_\_

a. Issuing permit \_\_\_\_\_

b. Borough inspection fee \_\_\_\_\_

18. Applicant shall place a stake at the desired location which shall coincide with submitted sketch \_\_\_\_\_

The Applicant hereby agrees to comply with all relevant **Abbottstown Borough ordinances** 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 Borough 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 Borough, its officers, agents and employees.

**This application shall be considered an application only** – it may be considered a Borough Road Occupancy Permit only at the time the **signature** of the Borough inspector 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 Borough Council may at any time revoke and annul this permit for nonperformance of, or non-compliance with, any of the conditions, restrictions and regulation hereof.

**Inspections and Notifications**

Code Officer James Graham is to be notified three (3) business days in advance of the start of work. If work is completed prior to this notification, the project is subject to being re-opened to verify compliance with specifications. 717-809-2207

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

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

Inspected by \_\_\_\_\_ Date \_\_\_\_\_