

WILLIAMS TOWNSHIP ZONING OFFICE

WILLIAMS TWSP. MUNICIPAL BLDG

655 CIDER PRESS ROAD, EASTON, PA. 18042

PHONE: 610-258-0522

Office Hours: Monday through Friday 8:00AM to 4:30PM

Application for Drive way, Right-of-Way Occupancy/Road Opening Permit
Amended July 12, 2002 – Ordinance # 2002-4

- 1) Permit #:

- 2) Owner of Structure, Address and Phone #:

- 3) Contractor's name, Address and Phone #:

- 4) Tax Map ID # & Address where work being done:

- 5) Check all that apply:
Driveway:
Right-of Way Occupancy:
Street Opening Permit:
Road Closing Required (Attach detour plan)

- 6) Description of Work (Attach sketch plan or drawing):
Quantity of Pavement to be replaced:
Length and width of road cut:
A \$ 250.00 escrow fee for old and \$ 500.00 for new construction will be held.
Anticipated start date and duration of work:

- 7) **Permittee subject to Ordinance No. 2002-4, Schedule "A" Insurance, Fee, Escrow and deposit requirements and Schedule "B" "Minimum Use Driveway Construction Standards".** Permittee responsible for contacting "PA One-Call System". Performance of regulated activities within the Township right-of-way without a permit is illegal. Violators shall be subject to a fine.

- 8) All work to be done in accordance and subject to Title 67 PACode, Chapter 203 (Work Zone Traffic Control).

9) Permit expires one (1) year after authorization date.

10) I/We agree to protect, defend, indemnify and save harmless the Township, Officers or Agents thereof, from all claims, suits, actions and proceedings of every nature and description whatsoever which may be brought against the Township Officers or Agents thereof, for or on account of any injuries or damages to persons and/or public or private property, due to any materials or applications and in the work or by or on account of improper materials of workmanship, or for on account of any accident or any other act, negligence or omissions of said applicant or his agents, servants or employees and the Township shall not, in any way, be liable therefore.

Signed and Dated for Owner or Contractor:

Emergency contact person during off-business hours:

TOWNSHIP USE ONLY

Right-of-Way Occupancy Fee:

Road Opening Fee:

Detour Plan Fee:

TOTAL FEE:

Inspection/Review Escrow:

Security Deposit:

Fee/Deposit received by and Date:

Permit Authorized by and Date: Richard Adams

Insurance Certificate received YES or NO

INSTRUCTIONS

APPLICATION FOR RIGHT-OF-WAY OCCUPANCY/ ROAD OPENING PERMIT

1. The purpose of this permit program is to regulate the placement of certain structures within Township road rights-of-way and activities conducted within the right-of-way.
2. A Right-of-way Occupancy Permit is required for installing new structures above or below ground within the road right-of-way such as, but not limited to, driveways, utility poles, guy wires, guide rails, gas, electric, sewer, water, telephone, cable TV, storm and culvert swales, and any other conduit or cable installations including their associated appurtenances. The installation of mailboxes are not regulated by this Ordinance.
3. A Road Opening Permit is required for any activity in the right-of-way that obstructs the travelways or the right-of-way drainage. Activities requiring a permit include, but are not limited to, repair, modifications, or removal of aboveground or underground utilities or structures, conduit or cable, or associates appurtenances within the right-of-way . Any activities that require the obstruction of the travelway or drainageway require a permit. Cutting of trees and vegetation or coating/repair of private driveways within the limits of right-of-way are not regulated by this Ordinance.
4. A Right-of-way Occupancy Permit for a driveway must be obtained prior to the issuance of a Building Permit. A Building Occupancy Permit will not be issued until the requirements of the Right-of-way Occupancy Permit are met.
5. For proposed minimum use driveways, a sketch shall be attached to the application for Right-of-way Occupancy Permit. All other applications for Right-of-way Occupancy or Road Opening Permits shall be accompanied by a scaled drawing locating and describing the occupancy and proposed construction in relation to the Township road right-of-way line.
6. Driveways accessing State roads require a Highway Occupancy Permit from the Pennsylvania Department of Transportation, prior to applying for a Township Occupancy or Road Opening Permit. A Township Occupancy Permit is also required on State owned roadways.
7. Temporary road closing requests should be accompanied by information as to the duration of the closing and timing, as well as, a Route and Signing Plan (PennDOT Publications 203 Construction Traffic Control Requirements) subject to approval by the Township. Proper notification of emergency services, the Township Supervisors, and others identified by the review of this application will be the responsibility of the permittee.

8. During construction, a tire-cleaning mat must be installed at the driveway entrance in accordance with the Northampton County Conservation District Soil and Erosion Control Standards. No other entrance/exit to the property may be utilized.
9. The applicant shall make provisions to maintain uninterrupted parallel drainage along an existing roadway at the location of the proposed driveway.
10. Insurance requirements, fees, escrows, and required security deposits shall be in accordance with the Schedule "A" adopted by the Board of Supervisors for this Ordinance.
11. The Fees, Engineering Review Escrow, and Security Deposit will be collected at the time the application is submitted to the Township. The Security Deposit will be per Schedule "A". The Township shall issue a permit within fifteen (15) days of submission unless the application and supporting documentation is incomplete. Seventy-five (75%) percent of the Deposit will be refunded when the work is accepted by the Township. The refund will be no later than thirty (30) days upon notification that the work is completed. The remaining twenty-five (25%) percent of the deposit will be refunded one (1) year after the initial refund is made provided the condition of the pavement remains satisfactory. If unsatisfactory restoration is made or the permittee is not able to satisfy the Township or is unresponsive, action will be taken by the Township in accordance with the Ordinance.
12. All restoration work must be executed in accordance with this Ordinance.
13. An initial minimum Engineering Review Escrow (per Schedule "A") shall be posted by the applicant, if it is determined that review and/or inspection by the Township will be required. Additional deposits may be required depending on the complexity of the project.

SCHEDULE "A"

INSURANCE FEE, ESCROW, AND DEPOSIT REQUIREMENTS
RIGHT-OF-WAY OCCUPANCY/STREET OPENING PERMIT APPLICATIONS

1. The following Application Fees shall apply:

Right-of-way Occupancy Application Fee	\$ 30.00
Street Opening Application Fee	\$100.00
Detour Plan Review	\$100.00

2. The following Engineering Review Escrow requirements apply:

If a review by the Township Engineer or inspection of the work is deemed to be necessary by the Township, the fees for such work will be charged against a review and inspection escrow account in accordance with the Township's Schedule of Rates for Professional Engineering Services. If an escrow deposit is required, a minimum of \$250.00 for old construction and \$500.00 for new construction, shall be provided by the applicant to offset anticipated review or inspection fees. Unused escrow balance will be refunded to the applicant following satisfactory completion of the work.

3. Computation of security deposit:

The amount of security to be deposited for street opening applications shall be based on the area of pavement that will be required for restoration of the roadway surface. The deposit amount shall be \$15.00 per square yard times the quantity of roadway pavement anticipated for replacement. The minimum deposit shall be \$250.00.

Inspection by the Township or its authorized agent shall occur upon notice by the permittee that the work has been satisfactorily completed. If inspection indicates that the work is acceptable, the security deposit will be released in accordance with the provisions of the ordinance.

4. Contractors shall provide evidence of general liability coverage in an amount not less than \$1,000,000.00.

5. If the proposed occupancy or street opening is covered by an Improvements Agreement through the Subdivision and Land Development approval process, the escrow and security deposit are waived.

SCHEDULE "B"

MINIMUM USE DRIVEWAY CONSTRUCTION STANDARDS

- A. The initial twenty (20') feet from the edge of cartway shall not exceed:
6% for local and collector streets
4% for arterial streets

The overall maximum slope shall not exceed 15%.

- B. The minimum driveway width for minimum use driveways is ten (10') feet. The driveway is to intersect the existing roadway at ninety degrees and have a minimum five (5') foot return radius on each side. All other accessway width shall be pursuant to the Township SALDO or PennDOT RR-441, Access to and Occupancy of Highways By Driveways and Local Roads.
- C. The minimum use driveway shall be paved for the initial twenty (20') feet. The applicant/owner shall maintain the initial twenty (20') feet in a paved condition. The pavement should consist of three (3") inches of 2A crushed aggregate and one and one-half (1 ½") inch of ID-2 wearing course bituminous pavement.
- D. A "C"-Swale/Gutter cross section may be provided across the proposed paved driveway. The cross section geometry shall be maintained so as to allow for unimpeded stormwater flow.
- E. If the applicant/owner requests a culvert installation, appropriate sketches and calculations shall be submitted to the Township for review and approval a minimum of fifteen (15) days prior to planned construction. Pipe material is to be RCP or HDPE, with flared end sections and a minimum fifteen (15") inch diameter. The crown of the pipe is to be set below the elevation of the edge of pavement.
- F. All disturbed areas within the Township right-of-way, but not including the paved driveway, shall be graded and stabilized according to approved Subdivision/Land Development Plans if applicable, or otherwise returned to preexisting conditions.
- G. The applicant/owners shall be responsible for incorporating standard erosion and sedimentation control practices during the driveway construction. Cleanup of offsite sediment or repair of offsite erosion will be at the applicant's/owner's responsibility.
- H. The owner/applicant shall provide temporary traffic control devices and procedures in accordance with PennDOT Publication 203, Chapter 203, Section 131.
- I. Where the combination of a proposed driveway (including non-paved portions) or any other impervious surface exceeds 10,000 square feet, a Stormwater Management

Plan must be submitted to the Lehigh Valley Planning commission. The plan must be consistent with the Frys Run Act 167 Stormwater Management Plan.

EXCAVATION/BACKFILL/PAVEMENT RESTORATION STANDARDS

1. All street excavation and roadway restoration shall be in accordance with the following minimum standards (see also Trench and Restoration Details):

- A. Trench Backfill

Cut trench and excavate

Install granular bedding and initial backfill, as required by utility

2A crushed stone backfill; 8" lifts, tamped to surface

- B. Temporary Roadway Replacement (required for 30-60 days)

2A crushed stone, tamped

2" approved cold patch, compacted

Maintenance for 30 to 60 days

- C. Permanent Hard Surfaced Roadway Replacement within 60 days

Saw cut trench to cut back of 12 inches

Excavate to minimum depth required for placement of full Section or as directed

4" 2A crushed stone

4 ½" BCBC base course

1 ½" ID-2 wearing course

Joint or edge sealing

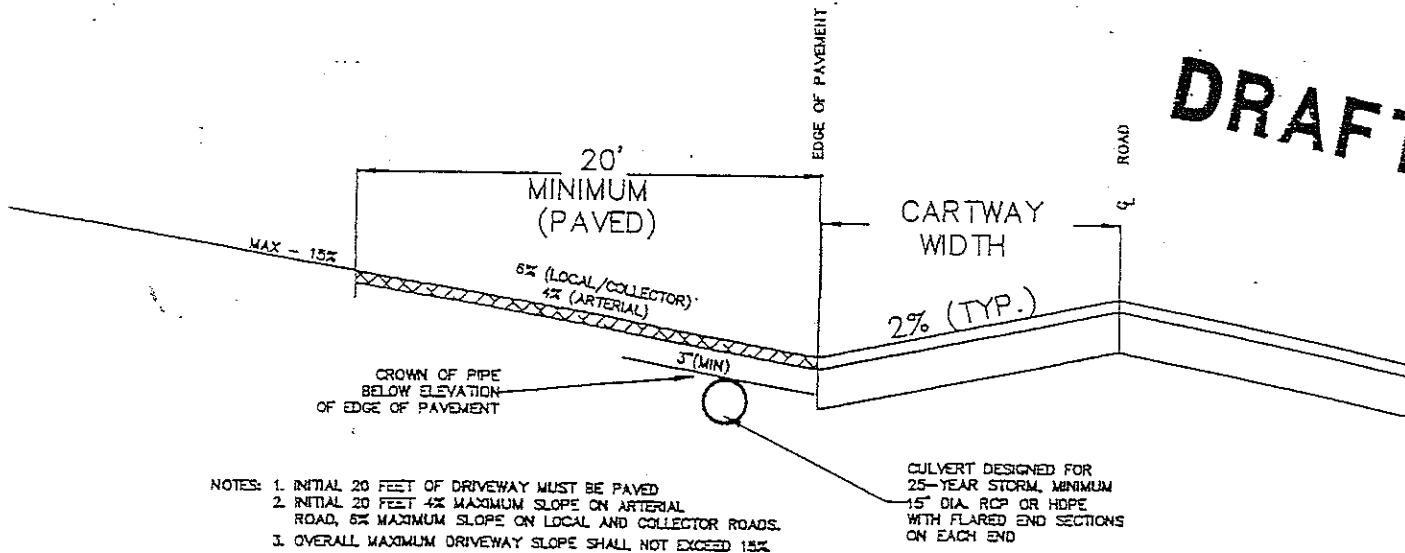
- D. Permanent Gravel Surfaced or Unsurfaced Roadway/Shoulder Replacement

Replace existing surface material in kind and compact

2. Minimum use driveway construction shall be in accordance with Minimum Use Driveway Construction Standards (Schedule "B") and the Minimum Use Driveway Details

Areas outside the roadway shall be properly restored, graded, topsoiled, seeded and mulched, industrial driveway restoration included. Roadside swales and ditches and drainage facilities shall be restored to original design grades. All disturbed areas shall be stabilized in accordance with acceptable practices for soil erosion and sedimentation control. NOTE: Disturbed areas exceeding one acre require County Conservation District review. Pavement construction and restoration work shall be in accordance with the latest edition of the Department of Transportation's Form 408, except as specified by Township Ordinance.

DRAFT

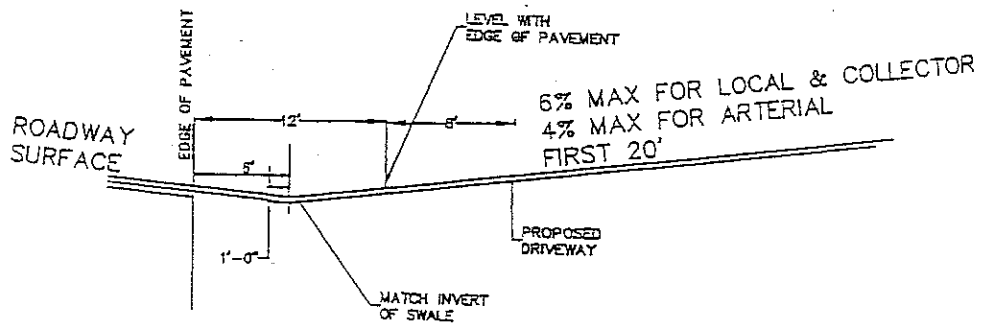


- NOTES: 1. INITIAL 20 FEET OF DRIVEWAY MUST BE PAVED
 2. INITIAL 20 FEET 4% MAXIMUM SLOPE ON ARTERIAL ROAD, 6% MAXIMUM SLOPE ON LOCAL AND COLLECTOR ROADS.
 3. OVERALL MAXIMUM DRIVEWAY SLOPE SHALL NOT EXCEED 15%

CULVERT DESIGNED FOR 25-YEAR STORM, MINIMUM 15" DIA. RCP OR HDPE WITH FLARED END SECTIONS ON EACH END

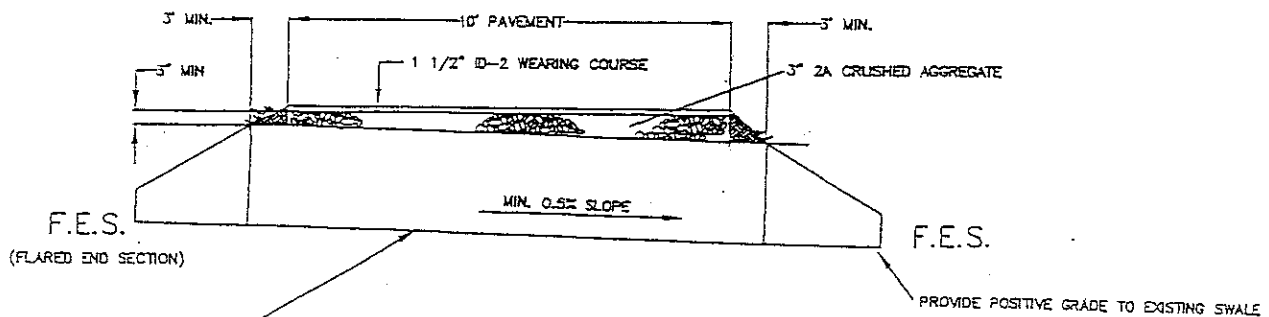
DRIVEWAY/ROADWAY CROSS-SECTION DETAIL

N.T.S.



DRIVEWAY SWALE DETAIL

N.T.S.



DRIVEWAY CROSS-SECTION DETAIL

N.T.S.

CULVERT DESIGNED FOR 25-YEAR STORM, MINIMUM 15" DIA. RCP OR HDPE WITH FLARED END SECTIONS ON EACH END

REVISIONS

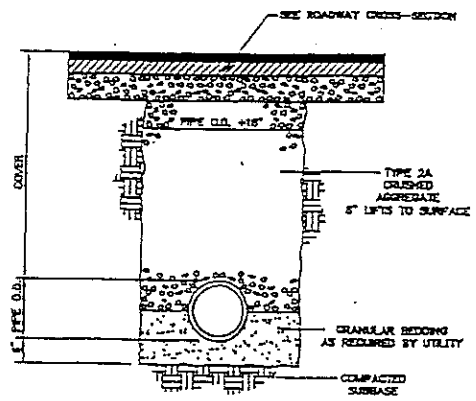
MINIMUM USE DRIVEWAY DETAILS

WILLIAMS TOWNSHIP
 NORTHAMPTON COUNTY
 PENNSYLVANIA

DRAWN BY
 DC
 CHECKED BY
 SKG
 DATE
 03-25-02
 SCALE

PROJECT NO.
 W02-11
 DRIVEWAY.DWG
 SHEET NO.
 1 OF 1

DRAFT

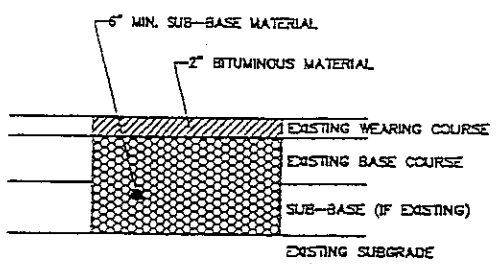


TRENCH IN PAVED ROADWAYS

TYPICAL TRENCH DETAILS

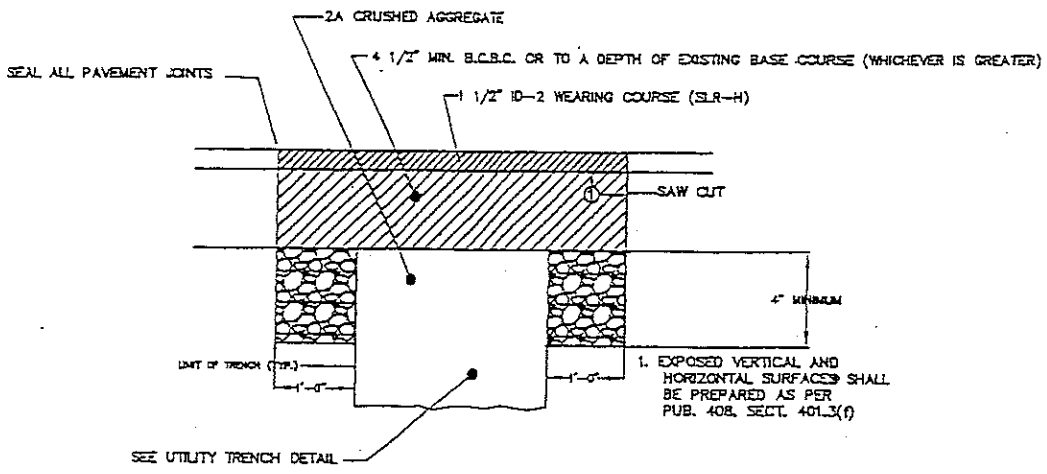
N. T. S.

PLACE AND COMPACT ALL TRENCH MATERIAL (INCLUDING SUBBASE) IN 6-INCH LIFTS TO A MINIMUM OF ONE DRY WEIGHT DENSITY.



TEMPORARY RESTORATION

N. T. S.



PERMANENT PAVEMENT RESTORATION

N. T. S.

REVISIONS

TRENCH & RESTORATION DETAILS

WILLIAMS TOWNSHIP
NORTHAMPTON COUNTY
PENNSYLVANIA

DRAWN BY
JDC
CHECKED BY
SKG
DATE
03-25-02

PROJECT NO.
W02-11
DRIVWAYORD.DWG
SHEET NO.
1 OF 1