

**SCHEDULE OF FEES FOR  
HIGHWAY OCCUPANCY PERMITS**

**PERMIT ISSUANCE FEES**

These fees are applied to the administrative costs incurred in reviewing the application and plan(s) and issuing and processing the permit, including the preliminary review of the site location identified in the application, whether or not a permit is issued and processed.

Schedule <u>Item No.</u>	Unit <u>Fee</u>
1) <b>Application Fee</b>	
a) Utility .....	\$50.00
b) Driveways	
(i) minimum use (e.g., single-family dwellings, apartments with five or fewer units) .....	5.00
(ii) low volume (e.g., office buildings, car washes) .....	30.00
(iii) medium volume (e.g., motels, fast food restaurants, service stations, small shopping plazas) .....	40.00
(iv) high volume (e.g., large shopping centers, multi-building apartment or office complexes) .....	50.00
c) Other (e.g., bank removal, sidewalk and curb) .....	20.00
2) <b>Supplement Fee</b> (each six-month time extension) (each submitted change) .....	10.00
3) <b>Emergency Permit Card</b> (each card) .....	5.00
4) <b>Exemption</b> (see below for list of exemptions)	

**GENERAL PERMIT INSPECTION FEES**

These fees are applied to the costs incurred in the preliminary review of the location covered by the permit, and/or spot inspection of the permitted work, and/or subsequent inspection after the permitted work has been completed to ensure compliance with PennDOT specifications and permit provisions.

5) <b>Driveways</b>	
a) Each minimum use driveway .....	10.00
b) Each low-volume driveway .....	20.00
c) Each medium-volume driveway .....	35.00
d) Each high-volume driveway .....	50.00
6) <b>Surface Openings</b> (These fees are calculated on the total linear feet of the opening being permitted within different areas of the right-of-way.)	
a) Total linear feet of opening each (100 foot increment or fraction thereof):	
(i) Opening in pavement .....	40.00
(ii) Opening in shoulder .....	20.00
(iii) Opening outside pavement and shoulder .....	10.00
b) If a longitudinal opening simultaneously occupies two or more highway areas identified in subparagraph (a), only the higher fee will be charged. Linear distances shall be measured to the nearest foot.	
7) <b>Surface Openings of Less Than 36 Square Feet</b> (e.g., service connections performed independently of underground facility installation, pipe line repairs) (each opening)	
(i) Opening in pavement .....	30.00
(ii) Opening in shoulder .....	15.00
(iii) Opening outside pavement and shoulder .....	10.00
If an opening simultaneously occupies two or more highway areas identified in subparagraphs (i)-(iii), only the higher fee will be charged.	
8) <b>Above-Ground Facilities</b> (e.g., poles, guys and/or anchors if installed independently of poles)	
a) Up to 10 physically connected above-ground facilities (each continuous group) .....	20.00
b) Additional above-ground physically connected facilities (each pole with appurtenances) .....	2.00
9) <b>Crossings</b> (e.g., "overhead" tipples, conveyors or pedestrian walkways and "undergrade" subways or mines) ...	80.00
10) <b>Selsmograph – Vibroseis Method</b> (e.g., prospecting for oil, gas)	
a) First Mile .....	50.00
b) Each additional mile or fraction thereof .....	5.00
11) <b>Non-Emergency Test Holes in Pavement or Shoulder</b> (each hole) .....	5.00
12) <b>Other</b> (e.g., bank removal, sidewalk and curb) .....	20.00

**EXEMPTIONS**

Permit issuance fees and general permit inspection fees are not payable by any of the following:

- 1) The commonwealth.
- 2) Political subdivisions of the commonwealth, except when placing a facility longitudinally within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged.
- 3) Governmental authorities organized under the laws of the commonwealth.
- 4) The federal government .
- 5) Charitable organizations that are in compliance with Act No. 337, approved August 9,1963, P.L. 628, as amended (churches, hospitals, schools, charitable institutions, veterans' organizations, non-profit organizations)
- 6) Utility facility owners for:
  - a) The installation of street lights at the request of PennDOT or the political subdivision..
  - b) The replacement or renewal of their facilities prior of a township resurfacing project after notice from the township.
  - c) Facilities moved at the request of PennDOT or the political subdivision.
  - d) The reconstruction or maintenance of their facilities that occupy the right-of-way under private status.

**ADDITIONAL INSPECTION FEES**

If the township determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee shall be charged for additional salary, overhead and expenses incurred by each assigned inspector and the township.

**APPLICATION FOR TOWNSHIP ROAD OCCUPANCY PERMIT**

TOWNSHIP \_\_\_\_\_ CO. \_\_\_\_\_

DATE \_\_\_\_\_ 20 \_\_\_\_\_

USE MAILING ADDRESS OF TOWNSHIP \_\_\_\_\_

Issuing Permit Fee \$ \_\_\_\_\_

Township inspection Fee \$ \_\_\_\_\_

Total \_\_\_\_\_

Route No., Road or Street Name (Where work is to be done) \_\_\_\_\_

Application is hereby made by \_\_\_\_\_

NAME OF APPLICANT

of \_\_\_\_\_, Pennsylvania for permission to \_\_\_\_\_  
(POST OFFICE ADDRESS)

(DESCRIPTION AND PURPOSE OF WORK)

CASE # \_\_\_\_\_

W.O.# \_\_\_\_\_

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

**Date Applicable To This Application** \_\_\_\_\_

**General.** Approximate date when work will be started: \_\_\_\_\_ Approximate date when work will be completed: \_\_\_\_\_

The road surface is improved to a width of \_\_\_\_\_ feet. Distance from center of line to roadway to gutter or ditch: \_\_\_\_\_ feet.

Distance from center line of road to Right-of-Way line: \_\_\_\_\_ feet.

**Poles and Tower.** Number of poles to be erected: \_\_\_\_\_. Nearest distance from center of road to structure: \_\_\_\_ feet. Distance of proposed work along the road: \_\_\_\_\_ feet.

**Pipe Lines and Conduits:** The improved surface of the road (will) (will not) be opened. Approximate area of openings in improved \_\_\_\_\_ sq. yds. Approximate area of openings on unimproved part: \_\_\_\_\_ sq. yds. Length of trench along the road: \_\_\_\_\_ feet. Depth of trench below surface: \_\_\_\_\_ inches.

**TO BE COMPLETED BY TOWNSHIP**

Schedule Item NO.						
Unit Fee						
Number of Units						
Total Fee						

The applicant is (an individual) (a partnership) (a corporation incorporated under the law of \_\_\_\_\_)

(Corporate Seal)

\_\_\_\_\_  
(NAME OF APPLICANT)  
BY \_\_\_\_\_  
(EXECUTIVE OFFICER OR AUTHORIZED REPRESENTATIVE)

**GENERAL INSTRUCTIONS**

Any work performed within the right-of-way of a township road, requires submission of three (3) copies of this form along with three (3) copies of a sketch showing location and details of proposed work.

Any work performed on a township road over, under, or within, the limits of a limited access state highway, requires a state permit.

The prescribed permit fee shall accompany the application and sketch. Schedules of fees are furnished on request.

**THE FEE SHALL BE PAID BY CHECKS OR MONEY ORDERS, AND SHALL BE MADE PAYABLE TO THE TOWNSHIP AFFECTED.**

**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974]**

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**ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974 by Ord. No.  
2-1974]**

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**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-1 Permit required.**

**§ 70-1 Permit required.**

In accordance with the provisions of Section 1156 of Article XI of the Second Class Township Code, as amended,<sup>EN(1)</sup> no railroad or street railway shall hereafter be constructed upon any township road nor shall any railroad or street railway crossings nor any gas pipe, water pipe, electric conduits or other piping be laid upon or in nor shall any telephone, telegraph or electric light or power poles or any coal tipples or any other obstructions be erected upon or in any portion of a Township road except under such conditions, restrictions and regulations relating to the installation and maintenance thereof as may be prescribed in permits granted by the Township for such purpose.

**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-2 Application for permit; fee. [Amended 5-21-2008 by  
Ord. No. 5-2008]**

**§ 70-2 Application for permit; fee. [Amended 5-21-2008 by Ord. No. 5-2008]**

The application for a highway occupancy permit shall be on a form prescribed by the Township and submitted to the Township. The application shall be accompanied by a fee in accordance with the schedule of fees adopted by the Township for highway occupancy permits. In addition, the applicant shall submit three copies of a sketch, showing such dimensions as the location of the intended facility, width of the traveled roadway, right-of-way lines and a dimension to the

nearest intersecting street.

**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-3 Application review; issuance of permit. [Amended  
5-21-2008 by Ord. No. 5-2008]**

**§ 70-3 Application review; issuance of permit. [Amended 5-21-2008 by Ord. No. 5-2008]**

- A. The Township Engineer shall review the application and determine if it is complete and consistent with the standards for road openings as set forth in this Article I.
- B. The permit shall be issued by the Township provided all conditions in this Article I have been met as confirmed by the Township Engineer or Roadmaster.

**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-4 Rules and Regulations for road openings. [Added  
5-21-2008 by Ord. No. 5-2008EN]**

**§ 70-4 Rules and Regulations for road openings. [Added 5-21-2008 by Ord. No.  
5-2008<sup>EN(2)</sup>]**

All road openings in the Township shall comply with the rules and regulations which are set forth on the attached exhibit, Rules and Regulations Governing Street Openings in West Goshen Township.<sup>EN(3)</sup> The rules and regulations, which may be amended from time to time by the Board of Supervisors by resolution, shall be conditions attached to the issuance of the highway occupancy permit.

**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-5 Notice of completion.**

**§ 70-5 Notice of completion.**

Upon completion of the work, the applicant shall file written notice thereof with the Township.

**CODE OF THE TOWNSHIP OF WEST GOSHEN, PENNSYLVANIA, v28 Updated  
06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-6 Excavation and restoration of surface; inspection of  
work. [Amended 5-21-2008 by Ord. No. 5-2008]**

**§ 70-6 Excavation and restoration of surface; inspection of work. [Amended 5-21-2008 by  
Ord. No. 5-2008]**

A. All areas of the road which are excavated shall be restored according to the following restoration requirements:

- (1) Perpendicular excavation: a perpendicular street excavation for installation of a utility service line to a new or existing residence or business from a new or existing main utility line.
  - (a) Restoration requirements: The excavation area shall be milled and overlay applied to a width of three feet beyond the trench edge. If excavation is within three feet of the center line of the road, full roadway width paving is required.
- (2) Longitudinal excavation: a longitudinal street excavation for installation of a water main, sewer main or other longitudinally located utilities.
  - (a) Restoration requirements: The excavation area shall be milled and overlay applied to a full lane width. If excavation is within three feet of the center line of the road, full roadway width paving is required.
- (3) Miscellaneous surface penetrations: any single core borings, bore holes or other small excavations.
  - (a) Restoration requirements: Full depth paving restoration is required for a minimum of two feet beyond the boring or excavation. If the boring or excavation penetrates below the existing paving, the area below the paving shall be filled with Type A or B flowable backfill or an alternate fill material approved by the Township. Excavation shall be milled and overlay applied to three feet beyond excavation. If excavation is within three feet of the center line of the road, full width paving is required.
- (4) Miscellaneous surface penetrations: two or more core borings, bore holes or other small excavations within a one-hundred-foot road segment.
  - (a) Restoration requirements: full lane width restoration. If excavation is within three

feet of the center line of the road, full roadway width paving is required.

- B. The area to be restored shall extend 10 feet beyond the starting and ending limits of the excavation.
- C. All backfilling, trench restoration, road milling and paving shall be completed in accordance with the effective Township road construction specifications, PennDOT specifications Publication 408, and PennDOT Publication 213, current editions or their successor publications adopted by the Pennsylvania Department of Transportation.
- D. All areas excavated shall be swept to remove excess loose material from the street.
- E. Excavations which result in a disturbed paving area in excess of 1,000 square feet shall require nuclear density testing by a certified third-party testing laboratory which is approved by the Township. The results of the nuclear density tests shall be submitted to the Township, which shall confirm that the density of the paving meets the Township specifications. In addition, two core borings shall be provided to the Township per 1,000 square feet of disturbed paving area.
- F. Upon completion of the work authorized by the permit, the Township shall inspect the work and, when necessary, enforce compliance with the conditions, restrictions and regulations prescribed by the permit and this article. Where any settlement or defect in the work occurs, or where nuclear density tests were performed, if the tests reveal a substandard density, the applicant shall rectify any such settlement or defect within 15 days after written notice from the Township to do so. If at any time a settlement or defect shall become a hazard, the applicant shall rectify such settlement or defect within two hours after notice from the Township. If the applicant fails to comply with the notice authorized by this section, the Township may complete the work and shall impose upon the applicant the cost thereof.
- G. The applicant shall provide the Township with the name and contact information of an authorized representative who may be reached 24 hours a day while the work pursuant to the permit is in progress.

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06-01-2010 / PART II GENERAL LEGISLATION / Chapter 70, STREETS AND  
SIDEWALKS / ARTICLE I, Street Obstructions and Openings [Adopted 6-12-1974  
by Ord. No. 2-1974] / § 70-7 Violation and enforcement provision. [Amended  
6-23-1992 by Ord. No. 9-1992; 7-24-1996 by Ord. No. 7-1996]**

**§ 70-7 Violation and enforcement provision. [Amended 6-23-1992 by Ord. No. 9-1992;  
7-24-1996 by Ord. No. 7-1996]**

Any person who violates or permits the violation of any provision of this article shall, upon being found liable therefor in a civil enforcement proceeding commenced by the Township before a District Justice, pay a fine for each such violation in an amount not less than \$100 and not more than \$600 plus all court costs, including reasonable attorney fees, incurred by the Township. No judgment shall be imposed until the date of the determination of a violation by the District Justice. If the defendant neither pays nor timely appeals the judgment, the Township may enforce the judgment pursuant to the applicable rules of civil procedure.

## **Endnotes**

### **1 (Popup - Popup)**

Editor's Note: See 53 P.S. § 67322.

### **2 (Popup - Popup)**

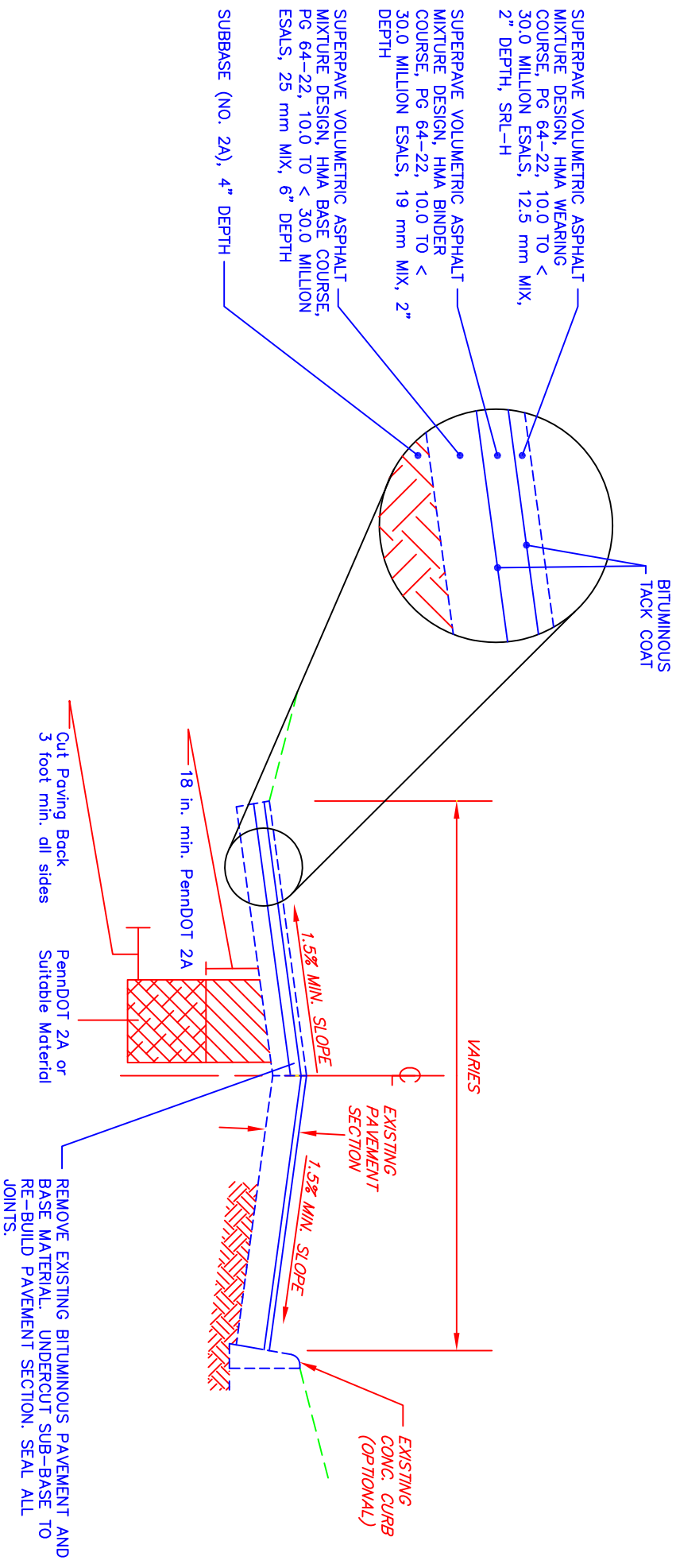
Editor's Note: This ordinance also provided for the redesignation of former §§ 70-4, 70-5 and 70-6 and 70-7, respectively. Consequently, former §§ 70-7 through 70-10 were renumbered as §§ 70-8 through 70-11, respectively.

### **3 (Popup - Popup)**

Editor's Note: Said exhibit is included at the end of this chapter.



# West Goshen Township Public Works Department Highway Occupancy Permit Road Restoration Detail



ROAD RESTORATION DETAIL

N.T.S.