APPLICATION FOR TOWNSHIP ROAD OCCUPANCY PERMIT FOR RESIDENTIAL AND COMMERCIAL DRIVEWAYS AND PUBLIC SIDEWALKS

Tax Parcel #: ___________________________ Location Address: ___________________________

Property Owner Information: Contractor Information:
Name: ___________________________ Name: ___________________________
Address: ___________________________ Address: ___________________________

Email: ___________________________ Email: ___________________________
Phone No. ___________________________ Phone No. ___________________________

Primary contact: ☐ Owner ☐ Contractor ☐ Other: ___________________________

Fees are due on submission: (fee schedule on reverse side of application) Minimum Fee $60.00

$30.00 Residential Driveway Permit, plus $30.00 Inspection; no curb modification
$40.00 Residential Driveway Permit, plus $40.00 Inspection; with curb modification
$20.00 Public Sidewalk Permit, plus Inspection per linear feet:
   (a) Up to and including 100 linear feet: $20.
   (b) 101 linear feet to 200 linear feet: $30.
   (c) Above 200 linear feet: $40.

RESIDENTIAL DRIVEWAY TOTAL DUE: $___________

Commercial Driveway Applications – See Reverse side

COMMERCIAL DRIVEWAY TOTAL DUE: $___________

Description or purpose of work:
________________________________________

All Permit Applications Must Show the Following Information:
1. Approximate start date: _______________ Approximate completion date: _______________
2. Is the street curbed? ☐ Yes ☐ No
   a. If yes, will a curb cut be made? ☐ Yes ☐ No
   b. If no, does a swale ☐ culvert pipe ☐, or ☐ ditch cross the driveway?
3. Is the driveway sloping toward ☐ or away ☐ from the street?
4. Are Public Sidewalks being constructed or modified? ☐ Yes ☐ No
   If so, indicate the linear footage: ___________________________
5. Provide a sketch showing:
   a. the width of the driveway ☐
   b. the distance from both side and front property lines ☐
   c. the orientation to the building ☐
   d. the public sidewalks ☐
   e. the distance from the edge of the driveway to the street intersection radius point of curvature ☐ (corner lots only)

Applicant Signature: x ___________________________ Date: x ___________________________

Approved by: ___________________________ Date: ___________________________
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COLLEGE TOWNSHIP

Driveway, Work within Township Right-of-Way, curb connection, replacement or modified curb and/or public sidewalks, pavement connection to Township Street

§A203-13 Driveway permit or rights-of-ways permit with following:

A. Permit Issuance Fees.

(1) Utility Service (less than 100 linear feet): $50.

(2) Complex Utility Project (exceeding 100 linear feet) $50 plus Engineering Services Fees billable at current hourly review rates.

(3) Driveway Permit Issuance Fees.

(a) Residential connection, no curb modification: $30.

(b) Residential connection with modified curb: $40.

(c) Commercial Driveway: $20 plus Engineering Services Fees billable at current hourly rates.

(4) Sidewalks Permit Issuance Fees: $20.

B. Permit Inspection Fees.

(1) Utility Service (less than 100 linear feet): $20.

(2) Complex Utility Project (exceeding 100 linear feet) Engineering Service Fee billable at current hourly review rates.

(3) Driveway Permit Inspection Fees.

(a) Residential connection, no curb modification: $30.

(b) Residential connection with modified curb: $40.

(c) Commercial Driveway: Engineering Services Fees billable at current hourly rate.

(4) Sidewalks. Note: When required, sidewalk fees are in addition to any applicable utility and/or driveway fees.

(a) Up to and including 100 linear feet: $20.

(b) 101 linear feet to 200 linear feet: $30.

(c) Above 200 linear feet: $40.

C. Additional inspection fees. If the Township Engineer determines that the proposed permitted work is of sufficient magnitude to warrant detailed application review and/or more than spot inspections, the permittee shall be charged actual hourly inspection costs at the current prevailing rates.