

# LOWER GWYNEDD TOWNSHIP

1130 N. Bethlehem Pike  
P.O. Box 625  
Spring House , PA 19477  
[www.lowergwynedd.org](http://www.lowergwynedd.org)

## Highway Occupancy Permit Application

Permit No. \_\_\_\_\_

Permit Fee: \_\_\_\_\_

Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

PA One Call # \_\_\_\_\_

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

Township Roadway or Address: \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

### Emergency Contact Information:

Office: \_\_\_\_\_

\_\_\_\_\_ (Name)

Mobile: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_ (Title)

Description of Work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicants Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### General Information:

1. All information within shaded section of permit must be completed by applicant, any missing information may result in application denial.
2. Permits expires 6 months from date of issuance, an extension of permit may be granted at an additional fee.
3. Three Copies of the plan outlining the proposed excavation area shall accompany each application. Please note all other utilities on plan from PA One Call.
4. The Township must be notified at least 48 hours in advance of any work commencing at (215) 646-5302 Ext 323.
5. All traffic control shall be done in Accordance to Penn Dot Publication 213.
6. All work shall be done in Accordance to Penn Dot 408 specifications unless otherwise specified.
7. Job site must be kept clean of debris and proper measures must be taken to control soil erosion at all times.
8. Non- Compliance: The Township or their representative, at his/her discretion, shall require that any construction performed without the proper permit or proper inspection, be removed, demolished, uncovered, exposed etc, such that an adequate inspection can be performed.
9. The Board of Supervisors may at any time revoke and annul this permit for non-compliance.
10. Any work commencing without an issued Highway Occupancy permit is subject to permit fees being doubled.

**COPY OF THIS PERMIT MUST BE AVAILABLE AT JOB SITE AT ALL TIMES**

### Department Approvals:

Public Works Department \_\_\_\_\_

Date: \_\_\_\_\_

Township Engineer \_\_\_\_\_

Date: \_\_\_\_\_









## HIGHWAY OCCUPANCY PERMIT FEES

The following fees are applied to the administrative costs incurred in reviewing the permit application and processing the permit; also includes preliminary site review whether or not a permit is issued and processed.

### Permit Issuance Fees

#### Permit Application Fees

Application Fee..... \$250.00

### General Permit Inspection Fees

#### Driveways onto Township Dedicated Roadways

Minimum Use..... \$50.00

Single Family Dwellings, Apartments 4 or fewer units, less than 25 Cars

Low Volume..... \$75.00

Apartment Buildings, Small Office Buildings more than 25 cars but less than 500

Medium Volume..... \$100.00

Motels, Restaurants, Service Stations, Small shopping complexes more than 500 Cars but less than 1000.

High Volume ..... \$125.00

Large shopping centers, multiple building apartments, condos, or offices more than 1000 cars daily.

Other..... \$40.00

Curbing, Sidewalk, embankment removal etc.

Permit Extension or Changes..... \$30.00

Emergency Permit ..... \$40.00

#### Surface Openings

Calculated on the total amount of linear feet of installation in 100 foot increments.

Opening in Pavement..... \$75.00

Opening in Shoulder..... \$60.00

Opening outside pavement and shoulder ..... \$40.00

**Note:** If longitudinal opening simultaneously occupies two or more areas identified above, only the higher fee will be charged. Linear distances shall be measured to the nearest foot.

#### Surface Openings

Of less than 36 Square Feet (Service Connections or Utility Repairs)

Opening in Pavement..... \$75.00

Opening in Shoulder..... \$60.00

Opening outside pavement and shoulder ..... \$40.00

#### Above Ground Facilities

Poles, Anchors, Guide Cables, Etc

Up to 10 physically connected above ground facilities (each continuous group)..... \$35.00

Additional above-ground physically connected facilities (each)..... \$5.00

#### Crossings

Overhead, tipples, conveyors or pedestrian walkways and “under grade” subways or mines ..... \$100.00

**Seismograph- Vibrosis Method (prospecting for oil or gas)**

First Mile.....	<b>\$75.00</b>
Each additional Mile or fraction thereof.....	<b>\$20.00</b>
<b><u>Test Holes in Pavement &amp; Shoulder (Each Hole)</u></b> .....	<b>\$25.00</b>

**Exemptions**

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

- 1) The commonwealth.
- 2) Political subdivisions of the commonwealth, except when placing a facility within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement openings will be charged.
- 3) Government Authorities organized under the laws of the commonwealth.
- 4) The Federal Government
- 5) Charitable organizations that are in compliance with the Act No. 337 approved August 9, 1963, P.L. 628, as amended (churches, hospitals, schools, charitable institutions, veteran organizations, non-profit organizations).
- 6) Utility facility owners for:
  - A. The installation of street lights at the request of Penn Dot or 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 Penn Dot or political subdivision.
  - D. The construction or maintenance of their facilities that occupy the right of way under private status.

**Additional Fees**

1. If the Township determines that the permitted work is of sufficient magnitude the Township may require that the permittee post an escrow or bond guaranteeing the completion and restoration of Township owned facilities.
2. 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.