

TOWNSHIP ROAD OCCUPANCY PERMIT

All work under this permit to be completed
On or before _____

Date Issued _____

**Permit void after this date. Immediately upon
completion of the work, permittee should
notify the Township.*

Total Fees: \$ _____

Permission is hereby granted to

PERMITTEE

ADDRESS

POST OFFICE

ZIP CODE

Township Route No., Road or Street (Where work is to be done)

TOWNSHIP _____

COUNTY _____

Under and subject to all the conditions, restrictions, and regulations prescribed by the Township and one 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.

DESCRIPTION AND PURPOSE OF WORK

The Township Board of Supervisors, may at any time revoke and annul this permit for non-performance of, or non-compliance with any of the conditions, restrictions, and regulations hereof.

APPROVED _____
Day Month Year

Township Signature or Seal

IMPORTANT

The terms and conditions embodied in this permit require the permittee to complete this work by the date specified in the permit. Where permittee fails to comply with the conditions as to completion of work by the time specified, the following rules will govern:

- (a) **Failure to start work by date specified for completion.** Permit will be cancelled unless permittee desires an extension of time, in which case a supplemental permit may be issued.
- (b) **Work started and not completed by specified date.** Permittee will notify Township, prior to expiration of allotted time, of inability to complete the work on or before the date specified and request an extension of time. Such request shall be accompanied by the prescribed fee.
- (c) **Permittee not desirous of carrying our proposed work on account of change in conditions affecting it.** Permittee will notify the Township prior to the date specified for completion that work will not be carried forward, returning the permit with such notice. The fee for inspection of the work will be refunded by the Township, provided that they have been notified of cancellation prior to the expiration date.

The fees to be paid under the conditions in (a), (b), and (c) apply only to permits for which fees are collected in accordance with the fixed schedule.

All notices relative to time extensions or cancellations shall be forwarded to the Township which issued the original permit.

PENNDOT Schedule of Fees for Highway Occupancy Permits Revised September 1992

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 Item	Unit Fee
1) Application Fee	\$50.00
a) Utility	
b) Driveways	
(i) minimum-use (e.g., single-family dwellings, apartments with five or fewer units)	15.00
(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) Supplement Fee (each six-month time extension) (each submitted change)	10.00
3) Emergency Permit Card (each card)	5.00

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.

4) Driveways	
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
5) Linear Surface Openings (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.	
6) Surface Openings of Less Than 36 Square Feet (e.g., service connections performed independently of underground facility installation, pipe line repairs) (each opening)	
a)	
(i) Opening in pavement	30.00
(ii) Opening in shoulder	15.00
(iii) Opening outside pavement and shoulder	10.00
b) If an opening simultaneously occupies two or more highway areas identified in subparagraph (a), only the higher fee will be charged.	
7) Above-Ground Facilities (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
8) Crossings (e.g., 'overhead' tipples, conveyors or pedestrian walkways and 'undergrade' subways or mines)	80.00
9) Seismograph—Vibroseis Method (e.g., prospecting for oil, gas)	
a) First mile	50.00
b) Each additional mile or fraction thereof	5.00
10) Non-Emergency Test Holes in Pavement or Shoulder (each hole)	5.00
11) Other (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 337 of 1963, 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 to a township resurfacing project after notice from the township.
 - c) The removal of poles and attached appurtenances.
 - d) Facilities moved at the request of PENNDOT or the political subdivision.
 - e) 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.