

UPPER HANOVER TOWNSHIP
STREET OPENING PERMIT APPLICATION FORM
(See Application Instructions and Requirements on Page 3)

Applicant Name: _____

Applicant Address: _____

Telephone: _____ Fax: _____

Location of Proposed Street Opening: _____

Requested Date(s) for Completion: From: _____ To: _____

Proposed Work Hours: From: _____ To: _____

Dimensions of
Proposed Opening: _____ (length) _____ (width) _____ (depth)

Description and Purpose of Work:

Applicant Signature

Date

**UPPER HANOVER TOWNSHIP
STREET OPENING PERMIT APPLICATION FORM**

TOWNSHIP USE ONLY

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 _____
Township Signature Date

Permit # _____

Total Fees _____

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 condition 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 supplement 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 out 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.

APPLICATION INSTRUCTIONS AND REQUIREMENTS

1. Applicant shall attach a detailed sketch plan specifying cross streets, adjacent addresses, edge of cartway, edge of right-of-way and the dimensions (depth, width and length) and location of the proposed street opening. Identify all appurtenances and fixtures in the area of the proposed street opening, including road signs, mail boxes, wires, cable boxes, sewer lines, water lines, gas lines, drainage pipes, culverts, driveways and other similar items.
2. Complete applications for street openings must be submitted no later than seven (7) days prior to a requested street opening date.
3. All items on the Street Opening Permit Application form must be completed. Incomplete applications for street openings will not be approved.
4. If a road closing is requested for all or a portion of the proposed street opening, the applicant shall attach a separate letter explaining why it is not possible to complete the proposed work without a road closing. The letter shall specify specific requested dates and times for any road closing.
5. Applicant shall provide a check payable to Upper Hanover Township for the Road Occupancy Permit Fee, based on the current Fee Schedule (see attached).

H. PUBLICATION FEES

Zoning Ordinance	\$ 30.00
Subdivision & Land Development Ordinance	20.00
Storm Water & Erosion & Sedimentation Pollution Control Ordinance	10.00
Open Space and Environmental Resource Protection Plan	15.00
Regional Comprehensive Plan	50.00
Act 537 Plan Update	5.00
Act 537 Plan update - Macoby Service Area	30.00
Zoning Map (large)	7.00
(small)	2.00
Copies	.25
Mill Hill Map	2.00
Flood Maps	5.00
Official Highway Map	7.00
Clerical Assistance (per hour)	20.00

I. ROAD OCCUPANCY PERMIT FEES

Pole Location	\$ 75.00 per pole
Street Opening	
Up to 25 square feet	125.00
25 square feet to 50 square feet	175.00
Over 50 square feet	250.00

J. SUBDIVISION & LAND DEVELOPMENT FEES

ALL SUBDIVISION

LAND DEVELOPMENT

<u>No. of Lots or Units</u>	<u>Filing Fee</u>	<u>Escrow Fee *</u>	<u>Filing Fee</u>	<u>Escrow Fee *</u>
Amendments to Approved Plans	\$200	\$2,000	<u>Residential- e.g. townhouses</u> \$225/dwelling unit	\$500/dwelling unit
Line Change	\$200	\$2,000		
2 - 5 Lots	\$225 per lot	\$3,000	<u>Commercial</u> \$225 plus \$10 per sq. ft. of building	Less than 20,000 sq. ft. = \$5,000
6 - 49 Lots	\$225 per lot	\$500 per lot		20,000 sq. ft. to 50,000 sq. ft. = \$15,000 per unit
50 or More Lots	\$225 per lot	\$500/lot - first 50 lots \$100/lot - over 50 lots		Over 50,000 sq. ft. \$25,000 per unit

TOWNSHIP OF UPPER HANOVER
MONTGOMERY COUNTY, PA

ORDINANCE NO. 2008-02

AN ORDINANCE OF THE TOWNSHIP OF UPPER HANOVER, MONTGOMERY COUNTY, PENNSYLVANIA, PROVIDING THAT NO PUBLIC STREETS OF THE TOWNSHIP OF UPPER HANOVER BE OPENED, CUT OR OCCUPIED BY ANY PERSON, FIRM, CORPORATION OR UTILITY WITHOUT FIRST SECURING A PERMIT, AND PROVIDING PENALTIES FOR THE VIOLATION THEREOF.

The Board of Supervisors of the Township of Upper Hanover, Montgomery County, Pennsylvania, enacts and ordains as follows:

Section 1 Authority.

In accordance with the provisions of Section 2322 of Article XXIII of the Second Class Township Code as amended, no Township street may be opened out cut or occupied unless in accordance with a permit granted by the Township for that purpose.

Section 2 Application for Permit; Fee.

The application for permit shall be on a form prescribed by the Township and submitted to the Township no later than seven (7) days prior to the requested street opening date. The application shall be accompanied by a fee in accordance with the schedule of fees as established from time to time by resolution of the Township. In addition, the applicant shall submit three copies of a sketch showing such dimensions as the size and location of the intended facility, width of the traveled roadway, right-of-way lines and dimension to the nearest intersecting street.

Section 3 Issuance of Permit.

A permit shall be issued by the Township to the applicant after all the aforementioned requirements have been filed. The permit shall be valid for sixty (60) days from the date of issue.

Section 4 Notification of PA One-Call

At least five (5) working days prior to the proposed start of work, the applicant or his representative shall contact the PA One-Call system at 1-800-242-1776, report the proposed work, and obtain a serial number, and provide such serial number to the Township. No work shall begin until such date and time as authorized by PA One-Call.

Section 5 Notification of Township.

The applicant shall notify the Township 24 hours in advance of starting work and upon completion of temporary restoration and permanent restoration.

Section 6 Inspections; Correction of Defects.

While conducting work authorized by the permit, the Township may inspect the work and when necessary, enforce compliance with the conditions, restrictions and regulations prescribed by the permit. Where any settlement or defect in the work occurs, if the applicant shall fail to rectify any such settlement or defect in the work within sixty (60) days after written notice from the Township to do so, the Township may do the work and impose upon the applicant the cost thereof together with an additional twenty (20) percent of such cost.

Section 7 Maintenance of Traffic.

Township streets shall remain open at all times during work authorized by the permit. Warning signs shall be placed beyond each end of the construction area in such a manner as to be visible to the traveling public and in accordance with the requirements of the Pennsylvania Department of Transportation. When required to maintain the flow of traffic, flagmen shall be provided.

Section 8 Excavation Safeguards.

All materials, openings or excavations made or obstructions created under permits issued pursuant to this article must be barricaded and marked from sunset to sunrise by warning devices visible from the roadway in both directions placed so as to indicate the exact location and limits of the work or obstruction.

Section 9 Restoration – General.

- (a) Restoration is to be performed by the applicant in compliance with the specifications set forth in this ordinance and subject to the approval and inspection of the Township.
- (b) Excess material shall be removed from the job site. Weather conditions permitting, final restoration shall be completed within ninety (90) days after the completion of the initial work. The Township shall be notified by the applicant prior to commencement of final restoration work.

Section 10 Specifications for Street Openings.

Specifications for street openings are found on Exhibits A and B. Said specifications may be amended by the Board of Supervisors from time to time as necessary.

Section 11 No Utilities in Planting Strip or Shoulder.

No utilities, except for transverse laterals, shall be placed in the planting area between the face of curb and the sidewalk, or within five (5) feet of the edge of cartway or paved shoulders. This area is reserved for municipal use for storm sewers, traffic signs, streetlights, etc.

Section 12 Separation of Utilities.

Potentially hazardous combinations of utilities, such as water/sewer and gas/electric shall be separated by a horizontal distance of ten (10) feet for mains and six (6) feet for laterals.

Section 13 Daily Clean-up.

The work area shall be swept clean, cleaned of debris and otherwise policed at the end of each workday and at the end of the project. Mud shall not be tracked onto the streets at any time. All mud shall be cleaned up by the end of the day after verbal or written notice from the Township or its agents.

Section 14 Safety Requirements

The applicant shall comply with all OSHA safety requirements and procedures, including without limitation all confined space requirements. All trenches over five (5) feet in depth shall be shored or protected with a trench box. If the work cannot be completed in one workday, proper barricades, flashing lights, steel plates or other methods shall be used to secure the site and insure the safety of travelers on the roads in the Township until the next workday.

Section 15 Minimum Cover and Separation

Conduits and pipes shall be installed with a minimum of eighteen (18") inches of cover. In no case shall conduits or pipes be allowed to be placed in or bond to the bottom of the paving. Separation shall be obtained by at least three (3) inches of screenings, to allow paving to be milled in the future without damage to utilities.

Section 16 Erosion Control

All proper erosion control measures shall be taken to ensure compliance with applicable laws. If necessary, the applicant shall obtain erosion and sedimentation control plan approval from the County Conservation District prior to starting work.

Section 17 Insurance

As part of the permit application, the applicant shall provide the Township with an insurance certificate in a minimum amount of \$1,000,000. The certificate shall name the Township and Township Engineer as additional insureds. In addition, the applicant shall indemnify and hold harmless the Township and shall assume the defense and all costs of lawsuits and awards.

Section 18 Emergencies.

In the case of emergencies threatening property or lives, the applicant may proceed with necessary work without a permit after notifying the Township and 911. The applicant shall then apply for and obtain a permit. The application shall be made within twenty-four (24) hours of the verbal or written notice to the Township and 911. If the emergency occurs over a holiday, a weekend, or at night, the application shall be filed the morning of the next working day.

Section 19 Five-Year Prohibition for Opening for Excavation for New Paving.

New paving shall not be opened or excavated for a period of five (5) years after the completion thereof, except in the case of emergency and/or the right to prohibit opening or excavation is superseded by State Law. In the event opening or excavation is required, all Township engineering standards and specifications shall apply.

Section 20 Guarantee

All work shall be guaranteed for a period of one (1) year from the date of final inspection and certification by the Township Engineer that the work has been completed in accordance with the permit. All defects shall be corrected by the applicant within seven days of verbal or written notice from the Township or its agents.

Section 21 Violations and Penalties.

Any person or persons, firm, corporation or utility violating any of the provisions of this article shall be subject to a criminal fine not to exceed \$1,000 per violation and imprisonment of such person or persons or members of such co-partnership or the officer of such corporation responsible for such violation in the Montgomery County Correctional Facility to the extent allowed by law or the punishment of summary offenses. Enforcement of any such violations shall be by action brought before a District Justice in the same manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure.

Section 22 Repealer.

All other ordinance or parts of ordinances conflicting or inconsistent with the provisions of the Ordinance are hereby repealed.

Section 23 Severability.

The provisions of this Ordinance are severable and if any section, sentence, clause, part or provision hereof shall be held illegal, invalid or unconstitutional by any court or competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of the Board of Supervisors that this Ordinance would still have been adopted if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

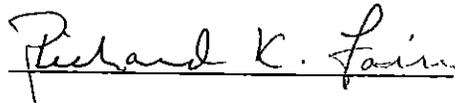
Section 24 Effective date.

This Ordinance shall take effect and be in force from and after its approval, as provided by law.

ORDAINED AND ENACTED as an Ordinance by the Board of Supervisors of Upper Hanover Township this 11th day of March, A.D., 2008.

UPPER HANOVER TOWNSHIP
BOARD OF SUPERVISORS


Stanley W. Seitzinger, Jr.
Township Secretary

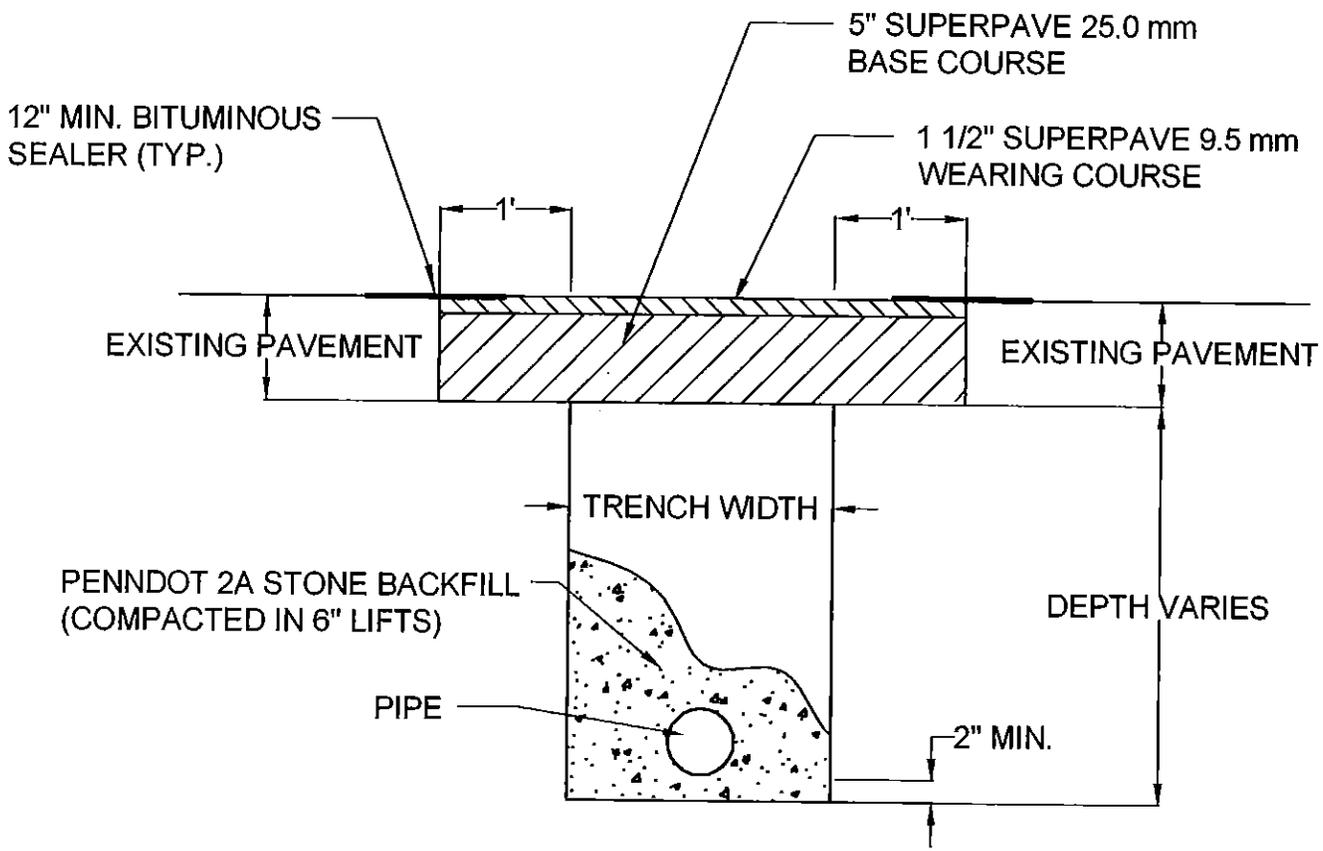

Richard K. Lavin
Chairman

UPPER HANOVER TOWNSHIP**SPECIFICATIONS FOR STREET OPENING RESTORATIONS**

1. Cut edges of pavement with saw one foot beyond each side of trench.
2. Excavate trench to required depth.
3. Install utility.
4. Backfill around pipe and entire trench depth with PennDOT 2A stone. Compact in 6-inch lifts.
5. Apply Superpave 25.0 mm base course at minimum depth of 5 inches. Compact.
6. Apply Superpave 9.5 mm wearing course at minimum depth of 1½ inches. Roll to finish surface.
7. Apply bituminous sealer or approved equal on all joints.
8. Paved shoulders shall be restored in the same manner as the street described above in items 1-7.
9. Stone shoulders shall be restored in the manner described in 2, 3, and 4 above.
10. Street and shoulder cross slopes shall match existing conditions.

- Notes:
- 1) Traffic control in accordance with PennDOT procedures is the responsibility of the contractor.
 - 2) Contact Township at least 24 hours prior to work so road crossing can be inspected during repairs.
 - 3) Where temporary patch is required and approved by the Township, use 2 inches of hot patch if available, otherwise use 2 inches of cold patch. Permanent restoration shall be installed within 90 days after placement of temporary paving.

EXHIBIT "B"



STREET OPENING RESTORATION

NO.	DESCRIPTION	DATE	BY
1	REVISED PAVEMENT SPECIFICATION	04/09/07	AFC
REVISIONS			
SHEET TITLE:		DATE:	
STREET OPENING RESTORATION		07/11/2003	
PROJECT LOCATION:		PROJECT NO.:	
UPPER HANOVER TOWNSHIP		0257-0438	
DRAWN BY:	APPROVED BY:	SCALE:	01
AEM	JRT	N.T.S.	


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