

Upper Mount Bethel Township
387 Ye Olde Highway
P.O. Box 520
Mt. Bethel, PA 18343

Phone: 570-897-6127 Fax: 570-897-0108

Official use only	
Date Recv'd: _____	Recv'd By: _____
Fee: _____	Cash: _____ Check _____
Receipt No. _____	
Driveway Permit # _____	

Township Road Occupancy

Date: _____

Please indicate the following work that is going to be performed:

Driveway Construction _____ Driveway Paving _____ Driveway Re-Paving _____ Other _____

Description and purpose of work: _____

Applicant Name: _____ Property Owner: _____

Mailing Address: _____ Mailing Address: _____

City: _____ State: _____ Zip Code: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Phone: _____

Property Tax ID# _____

Property Address: _____

City: _____ State: _____ Zip Code: _____

Contractor Name: _____ Mailing Address: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Date Work Scheduled to Begin: _____ Date Work Scheduled to be completed: _____

A Sketch plan must be submitted with this application. Plan must detail the location and pertinent dimensions of the opening, the proposed installation and related street features (width of traveled roadway, right of way lines, distance to the nearest intersecting street and distance to side property lines).

Indicate North, by drawing an arrow pointing to the north, in relation to the highway at the driveway intersection.

Roadway Sight Distance (LT) – Standing 10 ft back from the edge of existing pavement or curb line and with eye height at 3.50 ft above the proposed access grade, measure distance that a vehicle at 4.25 ft above the pavement approaching from the left can be seen.

Roadway Sight Distance (RT) – Perform the same measurement as above, but for a vehicle approaching from the right.

Driveway Width: _____

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.

Requirements:

- Driveway shall not be located within ten (10) feet of a fire hydrant, catch basin or drain inlet.
- Driveway shall not exceed a slope of seven (7%) percent within fifteen (15) feet of the street right-of-way line.

Damage to Public Roads:

- The owner and/or contractor are responsible for damage to any portion of the public road caused by equipment en route or used at the work site.

Drainage:

- All driveways which are installed on any public road will be required to install either a drainage pipe (culvert) (pipe must be round or elliptical and shall be at least 18 inches in diameter) or construct a drainage swale as directed by the Township representative.

Paving to limits:

- All driveways which are constructed and have access onto a paved public road, and which will be paved, will be required to be paved from the edge of the existing pavement.

Owner's Responsibility:

- As part of obtaining a driveway permit, all property owners shall be responsible for long-term maintenance of the driveway and related drainage or stormwater management plan. In the event that excess stormwater runoff or sediment is diverted onto public roads the owner will be given notice and required to make necessary corrections to bring the driveway and drainage into compliance. In the event that a driveway culvert pipe becomes crushed or blocked it must be replaced by the owner, at the owner's expense, or the owner shall contract with a third party, at owner's expense, to perform the needed repairs. All property owners shall be responsible for any and all costs for maintenance to public roadways resulting from water runoff caused by improperly maintained driveway pipes.

IMPORTANT

*Before any work is conducted, a site inspection must be scheduled with the Road Foreman.

*Driveway width and location must be staked out prior to inspection (construction only).

*Upon completion of all work an inspection must also be scheduled with the Township Road Foreman.

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 expirations of allotted time, on inability to complete the work before the date specified to request an extension of time. Such request shall be accompanied by the prescribed fee.

(c) **Permittee not desirous of carrying out proposed work due to a change in conditions affecting it.** Permittee will notify the Township prior to the date specified for the start of construction that the 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 construction start date.

All notices relative to time extensions or cancellations shall be forwarded to the Township.

Owner's Signature: _____ Date: _____

Official use only:	
Approved: _____	Denied: _____
Road Forman Signature: _____ Date: _____	
Special Instructions: _____	

