



WASHINGTON TOWNSHIP ROAD OCCUPANCY PERMIT

1 - Applicant Information

Applicant Name: _____

Company Name (if applicable): _____

Work Site Contact: _____

Applicant Address: _____

City/Town: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____

2 – Location & Purpose of Work

Road / Street where work is to be done: _____

Description: _____

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

General: Approximate date when work will be started: _____. Approximate date when work will be completed: _____. The road surface is improved to a width of: _____ feet. Distance from center of line to roadway to gutter or ditch: _____ feet. Distance from center line of road to Right-of-Way line: _____ feet.

Pole and Tower: Number of poles to be erected: _____. Nearest distance from center of road to structure: _____ feet. Distance of proposed work along the road: _____ feet.

Pipelines and Conduits: The improved surface of the road (will) (will not) be opened. Approximate area of openings in improved surface: _____ sq. yds. Approximate area of openings on unimproved part: _____ sq. yds. Length of trench along the road: _____ feet. Depth of trench below surface: _____ inches.

WASHINGTON TOWNSHIP, BERKS COUNTY
120 BARTO ROAD, BARTO, PA 19504
PHONE: 610-845-7760 • Email: info@washtwpberks.org



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FEE SCHEDULE - TO BE COMPLETED BY TOWNSHIP

Schedule Item No.						
Unit Fee						
Number of Units						
Total Fee						

3 – Signatures

By signing this permit, the application will abide by all provisions and specification attached to this application.

Owner/Applicant Name (print): _____

Owner/Applicant (sign): _____ Date: _____

Township (sign): _____ Date: _____

FOR OFFICE USE ONLY

Permit Fee: \$ _____

Check No.: _____

Application Submission Date: _____

GENERAL INSTRUCTIONS

Any work performed within the right-of-way of a township road, requires submission of three (3) copies of this form along with three (3) copies of a sketch showing location and details of proposed work. Any work performed on a township road over, under, or within, the limits of a limited access state highway, requires a state permit. The prescribed permit fee shall accompany the application and sketch. Schedules of fees are furnished on request.

NOTE: APPLICATION AND TOTAL FEES SHALL BE SUBMITTED TO THE TOWNSHIP AT LEAST FIFTEEN (15) WORKING DAYS BEFORE THE ANTICIPATED START OF WORK. PERMIT ISSUANCE & ENGINEERS REVIEW FEES ARE NON-REFUNDABLE. WORK MUST START WITHIN 90 DAYS OF ISSUANCE OR PERMIT WILL EXPIRE. THE FEE SHALL BE PAID BY CREDIT CARD, CHECKS OR MONEY ORDERS AND SHALL BE MADE PAYABLE TO WASHINGTON TOWNSHIP

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PROVISIONS AND SPECIFICATIONS
ROAD OCCUPANCY PERMITS

General

No road openings within a Township right-of-way shall be undertaken by an applicant until a duly authorized permit has been issued by the Township and until proper and appropriate traffic control devices or signs have been set in place.

Excavation within a paved Township road shall be preceded by a saw cut or score line along both sides of the proposed trench to provide a neat interface and minimize road damage.

Excavated material under or within six feet (6') of the edge of a Township road shall be loaded directly onto a truck for removal from the site and disposal at an approved location.

After proper installation of the conduit, culvert or pipe according to the specifications of the controlling utility or authority, the entire trench shall be backfilled with PennDOT designation modified stone to the underside of the existing adjacent pavement. A temporary repavement of bituminous cold patch shall be placed for the thickness of the road pavement and shall remain for a period of at least 90 days.

After expiration of the 90 day holding period, the temporary repavement shall be replaced with a permanent pavement as follows:

- a. Saw cut the existing Township road one foot (1') back from both edges of the temporary repaving.
- b. Remove all material for a depth of six inches (6").
- c. Install four and one half inches (4.5") of a bituminous concrete base course.
- d. Install one and one half inches (1.5") of ID-2A bituminous wearing course.

Notifications

Detours - The permittee shall notify the Township Public Works Office a minimum of five (5) working days prior to the installation of any detours involved in the Road Occupancy Permit. If a detour is necessary, please contact the Township Road Master.

Excavation & Backfill Operations - The permittee shall notify the Township Public Works Office a minimum of 72 hours prior to the excavation and/or backfill operations associated with the Road Occupancy Permit.