

ROAD OCCUPANCY PERMIT APPLICATION
Jefferson Township, 487 Cortez Rd, Jefferson Township, PA 18436

DATE _____ TAX MAP NO. _____

APPLICANT NAME _____ (OWNER) (AGENT)

PROPERTY OWNER _____

OWNER ADDRESS _____

PHONE NO. _____ CONTRACTOR _____

PROPOSED START DATE: _____ PROPOSED COMPLETION DATE: _____

WILL ROAD BE OBSTRUCTED? [NO] [YES] IF YES, DATE EMERGENCY SERVICES NOTIFIED: _____

DRIVEWAY/ACCESS TYPE: RESIDENTIAL AGRICULTURE COMMERCIAL INDUSTRIAL SUBDIVISION

PROPOSED DRIVEWAY SURFACE: PAVED DIRT / GRAVEL

REASON FOR PERMIT: [NEW] [REPAIR] [RELOCATE] [FOR RECORD]

AVG. NUMBER OF TRIPS PER DAY _____ NO. OF PARKING SPACES TO BE MADE AVAILABLE _____

DRIVEWAY LENGTH _____ WIDTH _____ LONG DRIVEWAY PROPOSED NAME * _____

TWP. ROAD SURFACE: [PAVED] [DIRT/GRAVEL] IMPROVED WIDTH _____ FT R.O.W. WIDTH _____ FT

UTILITY – UNDERGROUND: [BORING PIPELINES/CONDUITS] [TRENCHING/OPENING OF ROAD SURFACE]

LENGTH OF TRENCH _____ FT WIDTH OF TRENCH _____ FT DEPTH OF TRENCH _____ FT

FILL MATERIAL: _____ DEPTH OF FILL: _____ FT/IN and _____ FT/IN OF _____

WEARING SURFACE: _____ DEPTHS COMPACTED: _____

UTILITY POLES AND TOWERS: NO. OF POLES TO BE ERECTED _____

NEAREST DISTANCE FROM CENTER OF ROAD TO STRUCTURE _____ FT

HEIGHT OF LOWEST WIRE CROSSING TRAVEL LANES _____ FT

ESTIMATED COST OF RESTORATION: _____

*Driveway names must receive approval by the Board of Supervisors, USPS & Lackawanna County Comm Center.
NOTES: 1) Property owner shall assume responsibility for repair of any damage to Township Road during construction or damage resulting from improper driveway construction. 2) Property owner shall be responsible for vehicular and pedestrian traffic safety during construction. 3) Failure to comply with the provisions set forth in this permit may result in revocation of the permit and the Property Owner may be subject to legal action and fines.

THE APPLICANT IS [AN INDIVIDUAL] [A PARTNERSHIP] [A CORPORATION INCORPORATED UNDER THE LAWS OF _____]



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APPLICANT SIGNATURE & TITLE

------(FOR OFFICE USE ONLY)-----

Approved? YES NO _____

Engineer Review Required? YES NO ROAD MASTER SIGNATURE _____

**** Attach sketch or plans of driveway entrance, including drainage details.**