



LOWER FREDERICK TOWNSHIP
53 Spring Mount Road
Schwenksville, PA 19473
Phone: (610) 287-8857 Fax: (610) 287-0540

ROAD OPENING / HIGHWAY OCCUPANCY PERMIT APPLICATION

Applicant Name/ Owner		Phone #
Location of Work Area		ALT Phone #
City St Zip		
		email

Date of work to commence	
Anticipated end of Construction	
Length of open trench Per Day	

Under and subject to all the conditions, restrictions and regulations prescribed by the Township Of Lower Frederick, The applicant certifies that this application, information and documentation therein or required by the Township is accurate, pursuant to 18 PA C.S. §4904 relating to false swearing to authorities, and that it has or will have all insurance and other security required by the Township prior to performing any work authorized by the Permit.

Contractor / Consultants Name	
Address	
City, Town State Zip	
Contractor Phone	
Supervisor Name/Foreman	
Supervisor Phone	
Supervisor ALT Phone	
Supervisor email	

Contractors Signature	
Print Name	
Date	

Proof of Insurance Provided:
Description and purpose of work attached:
Description of Materials to be used attached:



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GENERAL INSTRUCTIONS FOR OBTAINING ROAD OPENING / HIGHWAY OCCUPANCY PERMIT

You must have a Highway Occupancy Permit in your possession while you work within any street right-of-way where such work involves the following:

1. Excavation within the road right-of-way.
2. Construction or alteration of a driveway or local road.
3. Installation or replacement of utility facilities or other structures.
4. Opening of the surface.

APPLICATION FORM

Applications for utility facilities must be submitted in the name of the owner or operator of the facility. Complete all items on this form. Describe in detail what work you intend to do, how you intend to perform the work, and the materials you intend to use.

Submit Application Fee (\$75), **Make Check Payable to: Lower Frederick Township**

To avoid work delays, submit your application to the Township Codes Department at least 12 days prior to the anticipated start of work.

PLANS

Submit TWO complete sets of detailed plans of good quality with your application. The plans must clearly illustrate the location and pertinent dimensions of both the proposed installation(s) and related highway features

ADDITIONAL PLAN REQUIREMENTS

TRAFFIC CONTROL PLAN: A Traffic Control Plan shall be submitted for all work within road rights-of-way. Traffic control shall be generally consistent with PennDOT Publication 213 Temporary Traffic Control Guidelines or Publication 208 Pennsylvania Work Zone Pocket Guide.

DRAINAGE: Submit a Drainage Impact Report (Drainage Control Plan) with your application if your work will result in an increase in the flow (in cubic feet per second) of water onto the highway or into highway drainage facilities, or if there will be an increase in the flow of water onto the property of some other person as a result of any action authorized by the permit.

HIGHWAY OCCUPANCY PERMIT : Upon approval of this application you will receive your copy of the Highway Occupancy Permit. The issued Permit may prescribe special conditions and restrictions, which are in addition to the Township's regulations (Lower Frederick Township Code §101). Failure to comply with the issued Permit or Township regulations could result in you being suspended from working within Township Road Right-Of-Way.



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Plan Presentation

- North Arrow
- Show highway Right-of-Way Lines
- Freehand drawings are not acceptable
- Scale Bar, scale of 1" = 10' to no more than 50'
- Dimensions from center line and edge of lane edge of pavement
- Existing utility facilities that may be affected shown
- Existing structures that may be affected shown
- Cross Sections
- Traffic Control provided
- Location Map provided
- Plans of acceptable quality
- Details showing location and size of opening both horizontal and vertical
- Proposed facility size and type labeled
- Topography shown
- Centerline provided
- Pavement and shoulders shown
- Curb shown
- Guiderail and type shown
- Drainage facilities shown
- Bituminous trench restoration detail provided

Restoration and Location

- Inspector required during trench backfill in pavement, sidewalk, shoulder

Reference Lower Frederick Township Code Chapter 101, Openings and Excavations in Roads and Rights-Of-Way for complete restoration requirements. Lower Frederick Township Codes can be located on the township website at www.lowerfrederick.org. (click on the "Information" tab and select "Township Codes").