

West Grove Borough Application for Street Opening Permit

Date: _____ Application No.: _____
Applicant: _____ Phone: _____
Address: _____ Fax: _____
_____ E-mail: _____

Date Work is Scheduled to Begin: _____

Approximate Date of Completion: _____

Type of Work:

- Sidewalk Repair or Installation
- Driveway Repair or Installation
- Utility Repair
- Utility New Installation
- Utility Overhead Installation

Work Location:

- Pavement
- Shoulder / Sidewalk
- Outside Roadway

Opening Size:

- Along Street _____ Ft
- Across Street _____ Ft
- Under Street _____ Ft

Please include the following items with this application:

- Two sets of plans
- Permit Issuance Fee
- Bond for Indemnification
- Preliminary Calculation of Inspection Fee Deposit per 67 PA Code § 459.4 Permit Fee (\$500.00 minimum) or Bond (Utility Companies Only)
- Receipt of Approved Inspection Fee Deposit

Brief Description of Project:

Name of Applicant's Consultant(s): _____

Phone: _____ Contact Person: _____

Signed: _____ Date: _____

Title: _____

Signed: _____ Date: _____

Title: _____

West Grove Borough

Application for Street Opening Permit

General Instructions

Permit Required

You must have a street occupancy permit in your possession while you work within the Borough on any Street Right-of-Way where such work involves:

1. Construction or Alteration of a Driveway or Road.
2. Installation or Replacement of any Utility Facility or Structure in or above the Road Surface.
3. Surface Opening of any kind within the Right-of-Way.
4. Any Grading or Changing of Slope within the Right-of-Way.
5. Any Sidewalk or Curb Work.
6. Any Drainage System work that will flow into Borough Right-of-Way.

Application Form

All Applications must be submitted in the name of the Owner of the Property or Owner or Operator of the Facility.

Complete all items on the Application. Describe in detail what work you intend to do, how you intend to perform the work, and the materials you intend to use.

To avoid delays, you must submit your application to the Borough of West Grove 30 days prior to the anticipated start of work.

Plans

Submit two (2) complete sets of detailed plans of good quality with your application. The plans must clearly illustrate the location and pertinent dimensions of both proposed installations and related street features.

Fees, Bonds and Deposits

A \$50.00 application fee in the form of check or money order, payable to West Grove Borough, shall be submitted with the application.

Submit calculations for the inspection fee deposit in accordance with PENNDOT Transportation Fee Schedule under Title 67, Chapter 459, Section 459.4 as amended from time to time. A minimum deposit of \$500.00 is required. Submit a check or money order upon approval of the inspection fee calculations by the borough.

Bonds and Deposits shall be in accordance with Ordinance 89-1 Sections IV and V.

Additional Information

Applicant shall submit a traffic control plan for the total work area showing any needed Traffic Flow Changes, Detours, Lane Closures, etc.

All Traffic Control shall be in conformance with PENNDOT Title 67, Chapter 203, or document why alterations were made.

Submit any drainage calculations that will determine the effect runoff will have on existing drainage system.

Application for Street Opening Permit, General Instructions, continued

Street Occupancy Permit

Upon approval of Application, West Grove Borough will issue your Street Occupancy Permit.

This Permit may contain special conditions and restrictions which are in addition to Borough Regulations. Failure to comply with the issued Permit and Conditions could result in you being suspended from working within the Borough and the Revocation of your Permit.

West Grove Borough Mailing Address and Phone Number

West Grove Borough
P.O. Box 61
West Grove, PA 19390
610-869-2792