

**APPLICATION FOR TOWNSHIP ROAD OCCUPANCY PERMIT**

Date: \_\_\_\_\_

**NORTH CODORUS TOWNSHIP, YORK COUNTY**

1986 Stoverstown Road, Spring Grove, PA 17362

Permit No. \_\_\_\_\_

Issuing Permit Fee \$ \_\_\_\_\_

Township Inspection Fee \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

\_\_\_\_\_  
Route No., Road or Street Name (Where work is to be done)

Application is hereby made by \_\_\_\_\_  
NAME OF APPLICANT

of \_\_\_\_\_, Pennsylvania

to \_\_\_\_\_  
(DESCRIPTION AND PURPOSE OF WORK)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

**Data Applicable To This Application**

**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 line of roadway to gutter or ditch: \_\_\_\_\_ feet.

**Poles 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.

**Pipe Lines 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 in unimproved part: \_\_\_\_\_ sq. yds.

Length of trench along road: \_\_\_\_\_ feet. Depth of trench below surface: \_\_\_\_\_ inches.

The applicant is (an individual) (a partnership) (a corporation incorporated under the law of \_\_\_\_\_)

\_\_\_\_\_  
(NAME OF APPLICANT)

(Corporate Seal)

BY: \_\_\_\_\_  
(EXECUTIVE OFFICER OR AUTHORIZED REPRESENTATIVE)

**GENERAL INSTRUCTIONS**

Any work performed within the right-of-way of a township road requires the submission of three (3) copies of this form along with three (3) copies of a sketch showing the location and details of the proposed work.

The prescribed permit fee, calculated per the following schedule, shall accompany the application and sketch.

THE FEE SHALL BE PAID BY CHECK OR MONEY ORDER AND SHALL BE MADE PAYABLE TO: **NORTH CODORUS TOWNSHIP**

## ROAD OCCUPANCY PERMIT FEE CALCULATION SHEET

These fees are applied to the administrative costs incurred in reviewing the application and plan(s) and issuing the permit, including the preliminary review of the site location.

1) Application Fee	Unit Fee	Number of Units	Total
a) Utility	\$50.00		
b) Driveways			
(i) minimum use (e.g. single-family dwelling, apartments with five or fewer units)	\$15.00		
(ii) low-volume (e.g. office buildings, car washes)	\$30.00		
(iii) medium-volume (e.g. motels, fast food restaurants, service stations, small shopping plazas)	\$40.00		
(iv) high-volume (e.g. large shopping centers, multi-building apartment or office complexes)	\$50.00		
c) Other (e.g. bank removal, sidewalk and curb)	\$20.00		
2) Supplemental Fee (each six month time extension) (each submitted change)	\$10.00		
3) Emergency Permit Card (each card)	\$ 5.00		
4) Exemption (see below for list of exemptions)			
<b>Application Fee Total:</b>			

These fees are applied to the costs incurred in the preliminary review of the location covered by the permit and/or spot inspection of the permitted work and/or subsequent inspection after the permitted work has been completed to ensure compliance with Township/PennDOT specifications and permit provisions.

5) Driveways	Unit Fee	Number of Units	Total
a) Each minimum use driveway	\$10.00		
b) Each low-volume driveway	\$20.00		
c) Each medium-volume driveway	\$35.00		
d) Each high-volume driveway	\$50.00		
6) Surface Openings (these fees are calculated on the total linear feet of the opening being permitted with the different areas of the right-of-way)			
a) Total Linear feet of opening (each 100 foot increment or fraction thereof):			
(i) Opening in pavement	\$40.00		
(ii) Opening in shoulder	\$20.00		
(iii) Opening outside pavement and shoulder	\$10.00		
b) If a longitudinal opening simultaneously occupies two or more highway areas identified in subparagraph (a), only the higher fee will be charged. Linear distances shall be measured to the nearest foot.			
7) Surface Openings of Less Than 36 Square Feet (e.g. service connections performed independently of underground facility installation, pipe line repairs, etc.) (each opening)			
(i) Opening in pavement	\$30.00		
(ii) Opening in shoulder	\$15.00		
(iii) Opening outside pavement and shoulder	\$10.00		
If an opening simultaneously occupies two or more highway areas identified in subparagraph (i)-(iii), only the higher fee will be charged.			
8) Above-Ground Facilities (e.g. poles, guys and/or anchors if installed independently of poles)			
a) Up to 10 physically connected above-ground facilities (each continuous group)	\$20.00		
b) Additional above-ground physically connected facilities (each pole with appurtenances)	\$ 2.00		
9) Crossings (e.g. "overhead" triples, conveyors or pedestrian walkways)	\$80.00		
10) Seismograph-Vibroseis Method (prospecting for oil, gas)			
a) First mile	\$50.00		
b) Each additional mile or fraction thereof	\$ 5.00		
11) Non-Emergency Test Holes in Pavement or Shoulder (each hole)	\$ 5.00		
12) Other (e.g. bank removal, sidewalk and curb)	\$20.00		
<b>Inspection Fee Total:</b>			
<b>Grand Total:</b>			

The above fee schedule is in compliance with Title 67 Pennsylvania Code, Section 441.4. (as of 12/31/09)

**EXEMPTIONS**

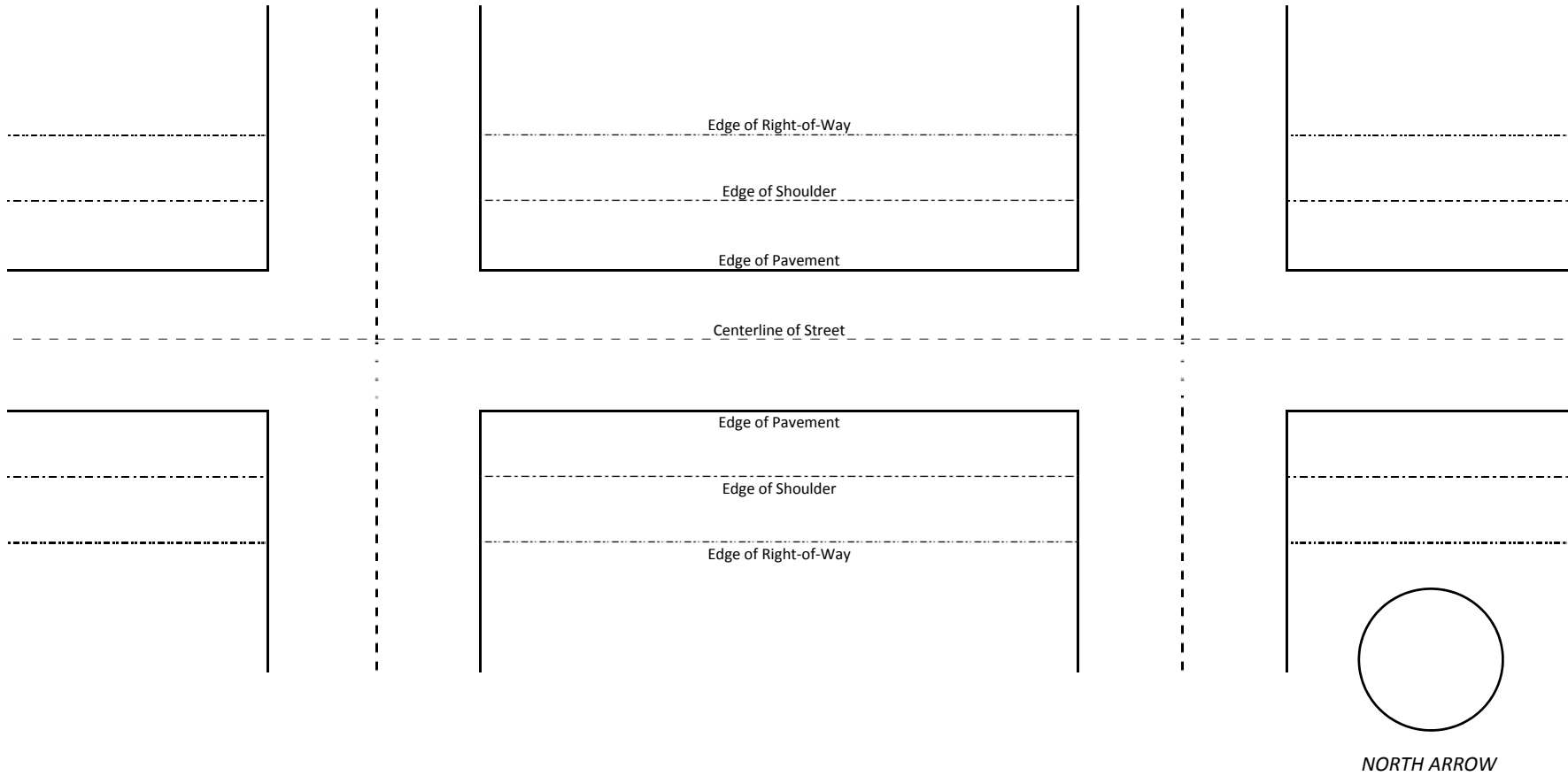
Permit issuance fees and general permit inspection fees are not payable by any of the following:

- 1) The Commonwealth of Pennsylvania
- 2) Political subdivisions of the Commonwealth, except when placing a facility longitudinally within more than 100 total linear feet of pavement. In that case, the application and inspection fees for pavement opening will be charged.
- 3) Governmental authorities organized under the laws of the Commonwealth
- 4) The federal government
- 5) Charitable organizations that are in compliance with the Institutions of Purely Public Charity Act of 1997 (10 PS 371) (Churches, hospitals, schools, charitable institutions, veterans' organizations, non-profit organizations)
- 6) Utility facility owners for:
  - a. The installation of street lights at the request of PennDOT or the Township.
  - b. The replacement or renewal of their facilities prior to a township resurfacing project, after notice from the Township.
  - c. Facilities moved at the request of PennDOT or the Township
  - d. The reconstruction or maintenance of their facilities that occupy the right-of-way under private status.

**ADDITIONAL INSPECTION FEES**

If the Township determines that the permitted work is of sufficient magnitude or importance to warrant assignment of one or more persons to inspect the permitted work on a more than spot inspection basis, the permit will so indicate and the permittee will be charged for additional salary, overhead and expenses incurred by each assigned inspector and the Township.

**SKETCH SHOWING LOCATION THE LOCATION AND DETAILS OF THE PROPOSED WORK**



**ANY ADDITIONAL DETAILS APPLICABLE TO THE PROPOSED WORK:**

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