

MANCHESTER TOWNSHIP
Application for Township Road Occupancy Permit

MANCHESTER TOWNSHIP 3200 Farmtrail Road York, PA 17406 Ph: (717)764-4646 -- Fx: (717)767-1400
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LOCATION
OF PROJECT

Address _____
Intended Use _____
Tax Map _____ Parcel # _____ Subdivision – Land Dev Plan _____

PROJECT
INFO

Description and Purpose of Project _____

PROJECT
DATA

Approximate Start Date: _____
Approximate End Date: _____
Approximate # of Construction Days: _____
Width of Improved Cartway: _____
Distance from Centerline to Gutter or Ditch: _____
Distance from Centerline to Right-of-way Line: _____
Distance of Proposed Work Along Road: _____
The Improved Surface of the Road Will or Will Not Be Opened? _____
Approximate Area of Openings in Improved Surface: _____
Approximate Area of Openings in Unimproved Surface: _____
Length of Trench Along Road: _____ Depth of Trench: _____
Number of Poles Erected: _____
Nearest Distance from Center of Road to Structure: _____

PERMIT NUMBER: _____

ADDRESS: _____

The applicant must submit a certification that materials used meet the Township’s Construction and Materials Specifications. A certified compaction test result from the soil testing laboratory shall be submitted once the work is complete. It is the contractor/applicant’s responsibility to email requests for inspections on each day of work. A \$200 inspection fee will be deducted from the deposit for each inspection. Failure to comply will result in an action being brought before the district justice under a summary offence, which is subject to a fine of \$1,000, plus costs, per day the violation exists. Failure to pay said fines could result in imprisonment not to exceed 90 days per day violation exists.

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The applicant certifies that all information on this application is correct, and the work will be completed in accordance with the "approved" construction documents, The Construction and Materials Manual and any additional approved building code requirements adopted by the Municipality. **The road will be restored from curb to curb the entire length of the roadway.** The applicant assumes the responsibility of locating all property lines, setback lines, easements, rights-of-way, flood areas, etc. Issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel, or set aside any provisions of the codes or ordinances of the Municipality or any other governing body. The applicant certifies he/she understands all the applicable codes, ordinances, and regulations.

**SIGNATURE
& Date**

Applicant's Printed Name _____
Applicant's Address _____ Phone # _____
Applicant Signature _____ Date _____
E-Mail: _____

FOR OFFICIAL USE BELOW THIS LINE

Schedule Item No.						
Unit Fee						
Number of Units						
Total Fee						

Superintendent Approval: _____ **Date:** _____

Fees:

Application Fee	\$50.00
Supplemental Fee for Each Six-month Extension or Submitted Change	\$10.00
Emergency Card	\$5.00 per card
Driveway Security Bond for permits issued between October to March	SF/9x20=bond \$
Inspection Fees for Surface Openings Within Road Right-of-ways (total linear feet of opening – each 100-foot increment or fraction thereof)	
Opening in Pavement	\$40.00
Opening in Shoulder	\$20.00
Opening Outside of Pavement or Shoulder	\$10.00
Inspection Fees for Surface Openings Less than 36 sf. (per opening)	
Opening in Pavement	\$30.00
Opening in Shoulder	\$15.00
Opening Outside of Pavement or Shoulder	\$10.00
Above Ground Facilities/Utilities	
Up to 10 Physically Connected (each continuous group)	\$20.00
Additional Physically Connected to the Above Group (each connection)	\$2.00
Compaction Inspection Fee (excludes driveways)	\$200.00 per day of construction