

EAST NOTTINGHAM TOWNSHIP

158 Election Road, Oxford, PA 19363

Tax Parcel # 69- _____

HIGHWAY OCCUPANCY

APPLICATION AND PERMIT

HOP PERMIT# _____

Application Date _____

Is Owner Applicant (Y/N)? _____

Project Location Information

Township Road _____ **Zoning District** _____
(where work is to be done)

Nearest Intersection _____
(List both cross road names, direction & approximate distance from this intersection where work is to be done)

Owner Information

Name _____

Address _____

Home Phone _____ **Work Phone** _____ **Cell Phone** _____

Project Description

Project Schedule **Est. Start Date** _____ **Est. Finish Date** _____

Instructions for Required Submissions

Two (2) copies of the site plan showing property lines, road right-of-way lines, existing structure(s) and proposed driveway, structure(s), etc. Locate the existing and proposed items with dimensions to the property line. Please use some sort of scale such as 1" = 10'.

Approval

____ Approved Date _____

____ Denied Date _____

Notes: _____

Approval to cut

Final Approval

Roadmaster Date

Roadmaster Date

24 Hour notice MUST be given to Roadmaster before final paving.

THIS PERMIT IS NOT VALID UNTIL appropriate fee has been paid to the Township.

Fee Paid: \$ _____ cash check money order

Check/Money Order: no. _____, date _____, account name _____

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158 Election Road
Oxford, PA 19363
(610)932-8494
Fax (610)932-9441

INSTRUCTIONS FOR FILLING OUT HIGHWAY OCCUPANCY PERMIT

- Fields highlighted in yellow **MUST** be filled out by owner/applicant before application will be considered.
- Two (2) copies of the site plan showing property lines, road right-of-way lines, existing structure(s) and proposed driveway, structure(s), etc. **MUST** be included before permit application will be considered.
- The existing and proposed items with dimensions to the property line **MUST** be shown on the site plan before permit application will be considered..
- Use some sore of scale, such as 1" = 10'.
- Applicant **MUST** follow driveway specifications attached to this permit application.
- Driveway **MUST** be paved at least twenty-five (25) in from the road edge.
- Applicant is responsible for contacting the Township Roadmaster to inspect driveway for inspection **BEFORE IT IS PAVED.**