



HILLTOWN TOWNSHIP

13 West Creamery Road
P.O. Box 260
Hilltown, PA 18927
(215) 453-6000 Fax: (215) 453-1024
www.hilltown.org

Utility Construction Application For Township Road Occupancy Permit

Date: _____

Route Number, Road or Street (Where work is to be done): _____

Name of Applicant: _____

Address of Applicant: _____

Phone Number: _____ Email Address: _____

Explanation of work to be done: _____

General:

- Approximate date when work will commence: _____
- Approximate date when work will be completed: _____
- The road surface is improved to a width of: _____ (Feet)
- Distance from centerline of roadway to gutter/ditch: _____ (Feet)
- Distance from centerline of road to right-of-way line: _____ (Feet)

Poles & 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 & Conduits: (Please circle correct answer were necessary)

- The improved surface of the road (will) or (will not) be opened _____
- Approximate area of openings in improved surface: _____ (Sq. Ft.)
- Approximate area of openings on unimproved surface: _____ (Sq. Ft.)
- Length of trench along the road: _____ (Feet)
- Depth of trench below surface: _____ (Inches)

Signature of Authorized Representative for Applicant:

_____ Date: _____

SEE REVERSE SIDE FOR GENERAL INSTRUCTIONS, FEES & ESCROW INFORMATION

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Utility Construction Application

GENERAL INSTRUCTIONS

Any work performed within the right-of-way of a Township road requires submission of the following:

- Two (2) copies of this form filled out
- Two (2) copies of a sketch showing the location and details of proposed work

Any work performed on a Township road over, under or within the limits of a limited access State Highway requires a State permit from PennDot.

Fees as listed below shall accompany the applications and sketch

10. Road Occupancy Permits:	FEE	ESCROW
A. All Vehicular Entrances onto Proposed or Existing Township Roads	\$50.00	NO FEE
B. Temporary Construction Entrance (over Existing Curbs and /or Sidewalks)	NO FEE	\$4000.00
C. Road Opening/Occupancy Review	NO FEE	\$1000.00
D. Road Occupancy – Utility Construction	*\$150.00 PLUS \$2,500.00 Escrow for Utility Crossings (Perpendicular to Centerline); or \$50.00 Escrow per Linear Foot for Trenches Parallel to Centerline	

**Note:* Estimate for the Escrow includes asphalt base (trench) & overlay plus incidentals (seam seal, traffic control, etc.) to guarantee cart-way/right-of-way restoration where applicable. Escrow does not include trench excavation, backfill or other costs related to utility construction.

TO BE COMPLETED BY TOWNSHIP

Date application was received: _____

Permit Filing Fee & Check Number: _____

Escrow Paid & Check Number: _____

Township Escrow Account Number: _____

Received by: _____

Date Approved: _____

Permit approved by: _____

(Public Works Director)