



**HILLTOWN TOWNSHIP  
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/Contact Name of Applicant: \_\_\_\_\_

Applicant is seeking permission to \_\_\_\_\_  
\_\_\_\_\_

**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 center of line to roadway to gutter/ditch \_\_\_\_\_ (Feet)

Distance from centerline of road to right-of-way line: \_\_\_\_\_ (Feet)

**Poles and Towers:**

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) or (will not) be opened: \_\_\_\_\_

Approximate area of openings in improved surface: \_\_\_\_\_ (Sq. Yds.)

Approximate area of openings on unimproved part: \_\_\_\_\_ (Sq. Yds.)

Length of trench along the road: \_\_\_\_\_ (Feet)

Depth of trench below surface: \_\_\_\_\_ (Inches)

Signature of Authorized Representative  
for Applicant: \_\_\_\_\_

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

**SEE REVERSE FOR GENERAL INSTRUCTIONS/FEE & ESCROW  
INFORMATION**

**GENERAL INSTRUCTIONS**

Any work performed within the right-of-way of a Township road requires submission of three (3) copies of this form along with three (3) 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.

The prescribed permit fee according to the adopted Fee Schedule Resolution in effect at the time of submission, along with the required escrow, shall accompany the application and sketch.

**\*\*PLEASE NOTE THAT THE ESTIMATE FOR THE ESCROW INCLUDES ASPHALT BASE (TRENCH) AND OVERLAY PLUS INCIDENTALS (SEAM SEAL, TRAFFIC CONTROL, ETC.) TO GUARANTEE CARTWAY/RIGHT-OF-WAY RESTORATION WHERE APPLICABLE.**

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**TO BE COMPLETED BY TOWNSHIP**

Date Application Received: \_\_\_\_\_

Permit Filing Fee/Check Number: \_\_\_\_\_

Escrow Paid/Check Number: \_\_\_\_\_

Township Escrow Account Number: \_\_\_\_\_

Received By: \_\_\_\_\_

Permit approved by \_\_\_\_\_  
Director of Public Works, Hilltown Township

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

<b>X. ROAD OCCUPANCY PERMITS</b>	<b>FEE</b>
A. All vehicular entrances onto proposed or existing Township roads	\$50.00
B. Road Occupancy-Utility Construction	\$150.00

\* Plus \$1,500.00 escrow for utility crossings (perpendicular to centerline); or \$1,500.00 escrow plus \$50.00 per linear foot for trenches parallel to centerline.

\* NOTE: Estimate for the escrow includes asphalt base (trench) and overlay plus incidentals (seam seal, traffic control, etc.) to guarantee cartway/right-of-way restoration where applicable.

