

# APPLICATION FOR TOWNSHIP ROAD DRIVEWAY PERMIT

(State Roads Require State Permits)

**Jefferson Township, Butler County**

157 Great Belt Rd. Butler, PA 16002

Office: (724) 352-2324

Road Foreman: (724) 352-4740

Permit Officer: (724) 816-3657

Fax: (724) 352-8850

Email: jefftpbutlerpa@zoominternet.net

Application Date \_\_\_\_\_

Minimum Use Fee \_\_\_\_\_

High Volume Fee \_\_\_\_\_

Cash \_\_\_\_\_ or Check \_\_\_\_\_

Construct a new driveway \_\_\_\_\_

Alter an existing driveway \_\_\_\_\_

Inspection Date (Twp. Use) \_\_\_\_\_

**THE FEE SHALL BE PAID BY CASH, CHECK, OR MONEY ORDER, AND SHALL BE MADE PAYABLE TO JEFFERSON TOWNSHIP.**

**ROUTE NO. OR ROAD NAME** (where work is to be done.) \_\_\_\_\_

District-Map-Parcel #: \_\_\_\_\_ Property Owner Name(s): \_\_\_\_\_

\*\*\*\*\*

Application is hereby made by: (Name of Applicant(s)) \_\_\_\_\_

Of: (Address of Applicant) \_\_\_\_\_ Phone # \_\_\_\_\_

for permission to: \_\_\_\_\_

Under and subject to all conditions, and regulations prescribed by the Township; and on the general provisions prescribed herein.

Contractor Name: \_\_\_\_\_ Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ PA Contractor Registration #: \_\_\_\_\_

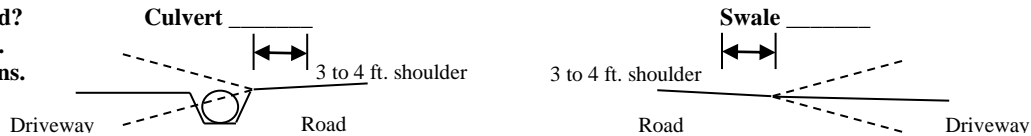
## Data Applicable to this Application

**General:**

Approximate date when work will be started: \_\_\_\_\_ Is Driveway Permanent or Temporary? \_\_\_\_\_  
 Approximate date when work will be completed: \_\_\_\_\_ If Temporary, what is approximate date of removal? \_\_\_\_\_  
 The road surface is improved to a width of \_\_\_\_\_ ft. Driveway is \_\_\_\_\_ ft. by \_\_\_\_\_ ft. and \_\_\_\_\_ square feet.  
 Distance from center line of roadway to gutter/ditch: \_\_\_\_\_ ft. If total square feet (sf) is  $\geq 2,500$  sf and  $< 5,000$  sf, include form  
 Is driveway for single-family or duplex? Yes or No (circle one) Small Project Stormwater Management Application.  
 Driveway will be: (circle one) gravel; paved; other \_\_\_\_\_ If total square feet (sf) is  $\geq 5,000$  sf, you MUST submit a  
 Was driveway site previously approved? Yes or No (circle one) Stormwater Management Site Plan and Report.  
 If Yes, what date? \_\_\_\_\_ Submit Document(s). Total sf of existing and proposed impervious surface? \_\_\_\_\_ sf\*

\*Impervious Surface (as defined) ...a surface that prevents the infiltration of water into the ground. Impervious surface includes, but not limited to: roofs, additional indoor living spaces, patios, garages, storage sheds and similar structures, parking or driveway areas, and any new streets and sidewalks. Any surface areas proposed to initially be gravel or crushed stone shall be assumed to be impervious surfaces.

**Type of entrance needed?**  
 See §21-203. Standards.  
 See §21-205. Prohibitions.



Conduit: minimum length is 20 feet; it shall exceed driveway width.

**Note:** Driveway permits authorize 'connection' to the road. Property owner is responsible for compliance with ALL Township Ordinances. Especially review chapters: Streets and Sidewalks CH 21; Subdivision and Land Development CH 22, Stormwater Management CH 26; Floodplains CH 8 (revising)

**The applicant is:** (Circle one) (an individual); (a partnership); (a Corporation).

(Corporate Seal)

\_\_\_\_\_  
 Name of Applicant (printed)

\_\_\_\_\_  
 Title (Owner, Exec. Officer or Authorized Representative)

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

(See other side) →

**\*\*§21-303.2.** The permit application shall be signed by the property owner and accompanied by proof of ownership.

Should the individual signing not be the property owner, also submit instrument giving authorization.

\*\*\*\*\*

PERMIT ISSUED: \_\_\_\_\_ ROAD FOREMAN: \_\_\_\_\_ PERMIT OFFICER: \_\_\_\_\_  
 Date Signature Signature

**Driveway Type:**

If driveway use is for something other than single-family dwelling or duplex, see *Chapter 21 Streets and Sidewalks and proceed as needed. Part 1: Street Excavation; Part 2 Driveways; Drainage onto Roads; Part 3 Driveway and Street Access §21-303. Street Access Permits Required; Application Review. §21-303.4 (Submit to Twp. Engineer, PC, and Supervisors) §21-304. Contents of Application Plan.*  
If driveway was approved on Subdivision or Land Development, provide driveway site summary sketch to match with plan.  
If multiple driveway connections are needed, submit one application per connection.

If driveway is for single-family dwelling or duplex, provide sketch with the following:  
§21-304.E.1. *Distance from proposed driveway to nearest intersecting street, driveways on adjacent properties (both sides of the street); adjacent land uses; and traffic control devices.*  
§21-304.E.2. *Sight distance in each direction from the proposed driveway or street.*  
§21-304.E.3. *Submission of an approved PennDOT occupancy permit for state road access.*  
§21-304.E.4. *Follow drainage and stormwater requirements in both Chapter 21 and Chapter 26.*

**Sight Distances:**

Table 1—Safe Sight Distance for passenger cars and single unit trucks exiting from driveways onto two-lane roads.  
(Title 667, Chapter 441, §441.8.h.1.Table One.)

	<i>Posted Safe Sight Speed (mph)</i>	<i>Safe Sight Distance—Left<sup>1</sup> (feet)</i>	<i>Safe Sight Distance—Right<sup>1</sup> (feet)</i>
1 Measured from a vehicle ten feet back of the pavement edge at a height of 3.5 feet to a vehicle approaching in the outside lane.			
2 Measured from a vehicle ten feet back of the pavement edge at a height of 3.5 feet to a vehicle approaching in the median lane.		See Formula Sight Distance Table (attached)	

**Land Disturbance:**

Provide TOTAL SITE AREA disturbed: \_\_\_\_\_

**Sketch:** (attach as needed) See Sight Distances (above).

Please include road name, shape of parcel, intersecting streets, and any existing or proposed impervious areas. Also provide an easy to reference dimension for site inspection of proposed driveway such as that from an existing neighboring driveway or other landmark.

LEFT sight distance per PennDOT Title 667: \_\_\_\_\_ SKETCH:  
RIGHT sight distance per PennDOT Title 667: \_\_\_\_\_  
Posted Speed Limit: \_\_\_\_\_

<p>TOWNSHIP USE: Actual Left Sight Distance _____ Actual Right Sight Distance _____</p>
---

If applicant is exempt from completing any portion of this application, please explain why in a separate letter with supporting documents to the Township.

**GENERAL INSTRUCTIONS:**

Any work performed within the right-of-way of a township road, requires submission of this form along with sketch.  
Any road work performed within the township (on, over, under, or within the limits) requires permit. Work involving state highways requires state permits. The prescribed permit fee shall accompany the application and sketch. The State Fee Schedule is used by the Township and will be furnished upon request.

**OTHER CONDITIONS, RESTRICTIONS, AND REGULATIONS:**

1. Aggregate to be placed on driveway within 48 hours of completion of driveway.
2. Mud, Stone, and Debris to be removed daily off road surface by applicant.
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMMENTS:**

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

The Township Supervisors, may at any time, revoke and annul this permit for non-performance of, or non-compliance with any conditions, restrictions, and regulations hereof.

**Only one access per property is permitted as per Jefferson Township Ordinance Chapter 21, Part 3, Section 21-305.C.**