

# RIGHT-OF-WAY EXCAVATION APPLICATION



Twp. Office Use Only

Permit : # \_\_\_\_\_  
Date Issued : \_\_\_\_\_  
Date Received : \_\_\_\_\_  
Date Paid : \_\_\_\_\_  
Received by : \_\_\_\_\_  
Closing date : \_\_\_\_\_

**APPLICATION INSTRUCTIONS :**

1. Complete ALL SECTIONS (A) to (G)
2. Section (C): Check the Location of Work and Calculate Square Feet of Trench Opening.
3. Sections (D&E): Check Inspection Fee (D-2) and fill in amount in Section (E-2). If a Degradation Fee is required, check line (D-3) , calculate, and fill in amount in Section (E-3). All Payments made to: "North Cornwall Township".
4. Complete Section (G) , sign, and return with payment to :  
**North Cornwall Township, attn.: Public Works Dept., 320 S. 18th Street, Lebanon, PA. 17042**
5. Once approved and signed by the Township, a copy will be returned to Applicant for their records & on site verification.

**(A) DATE** \_\_\_\_\_

**(B) APPLICANT INFORMATION**

<b>Owner Information</b>	
Property Owner : _____	Phone # : _____
Address : _____	Cell # : _____
City, St., Zip : _____	Fax # : _____
<b>Contractor Information</b>	
Company : _____	Phone # : _____
Address : _____	Cell # : _____
City, St., Zip : _____	Fax # : _____
Contact Person : _____	

**(C) DESCRIPTION & PURPOSE OF WORK**

Excavation Address : _____			
Reason for Excavation : _____			
Start Date : _____	Estimated Time for Repairs : _____	Completion Date : _____	
Excavation Location: (Check all that apply)			
Street _____	Length : _____	Width : _____	Total Square Feet : _____
Sidewalk _____	Length : _____	Width : _____	Total Square Feet : _____
Unpaved Shoulder _____	Length : _____	Width : _____	Total Square Feet : _____
Is this an Emergency Utility Cut: <input type="checkbox"/> Yes <input type="checkbox"/> No			

**(D) FEES**

**E) FEE TOTALS**

1) Permit Application Fee: <b>\$50.00</b>	1) Permit Fee:	<b>\$50.00</b>
2) Inspection Fees - Surface Square Foot Opening	2) Inspection Fee:	
a) Pavement : <input type="checkbox"/> <b>\$30.00</b> (up to 36 SF) <input type="checkbox"/> <b>\$40.00</b> (over 37 SF)	3) Degradation Fee:	
b) Non-Pavement : <input type="checkbox"/> <b>\$15.00</b> (up to 36 SF) <input type="checkbox"/> <b>\$20.00</b> (over 37 SF)		
3) Degradation Fees (If applicable, check with Township)		
a) <input type="checkbox"/> Less than 2 yrs. : \$5.00 per SF    b) <input type="checkbox"/> 3 to 5 yrs.: \$2.50 per SF	<b>TOTAL FEES DUE:</b>	

**RIGHT-of-WAY EXCAVATION PERMIT**

**(F) LOCATION OF EXCAVATION**

Complete street names, address, & mark location below:

a) _____	Nearest Cross Streets	b) _____
	_____	
Excavation Street Name & Nearest Address		

Applicant must comply with all requirements outlined in Ordinance #260. With the exception of an Emergency Utility Excavation, all Administrative , Permit Fees , Inspection Fees, and Degradation Fees must be paid before issuance of this permit. Inspection Fee amount is based on the estimated square feet of excavated area - If excavation exceeds the estimated amount, the fee will be adjusted to the actual area cut and a new revised Permit and Fees will be issued.

1. For Inspection purposes, Applicant must notify the North Cornwall Township Public Works Department when excavation & restoration work is scheduled, and must follow Appendix (A) requirements. (See below steps)
2. On all pavement surfaces, trench backfill must be all stone, stone size required around utility must be a minimum 12" above utility line, with 2A modified stone placed above in compacted 8" lifts, and up to the bottom of HMA base course.
3. A minimum of 5" of Superpave 25mm compacted HMA Base Course and 2" of Superpave 9.5mm compacted HMA Wearing Course shall be placed as replacement of roadway surface.
4. All pavement joints and utility boxes must be sealed with a rubber based asphalt sealant material.
5. During Winter months, when HMA is unavailable, Applicant must notify NCT Director to determine approved method on temporary surface restoration, until HMA permanent repairs can be made.
6. NCT Director may grant modifications to restoration requirements, only with written approval.
7. As outlined in Section 27 of Ordinance #260, Applicant is responsible for a period of 24 months from street restoration completion, to maintain, repair, and/or reconstruct to Township acceptable standards.

***Indemnify and Hold Harmless Agreement: The undersigned Applicant and/or Contractor agrees to indemnify and hold harmless North Cornwall Township, and its agents and employees from and against any claims, damages, losses, and expenses including reasonable attorneys' fees in case it shall be necessary to file an action arising out of performance of the work described herein, that is (a) bodily injury, illness, or death, or property damage including loss of use, and (b) caused in whole or in part by applicant and/or contractor's negligent act or omission, or that of a contractor or subcontractor, or that of anyone employed by them or for whose acts contractor or subcontractor may be liable.***

**G) SIGNATURES**

Applicant: \_\_\_\_\_ (print)

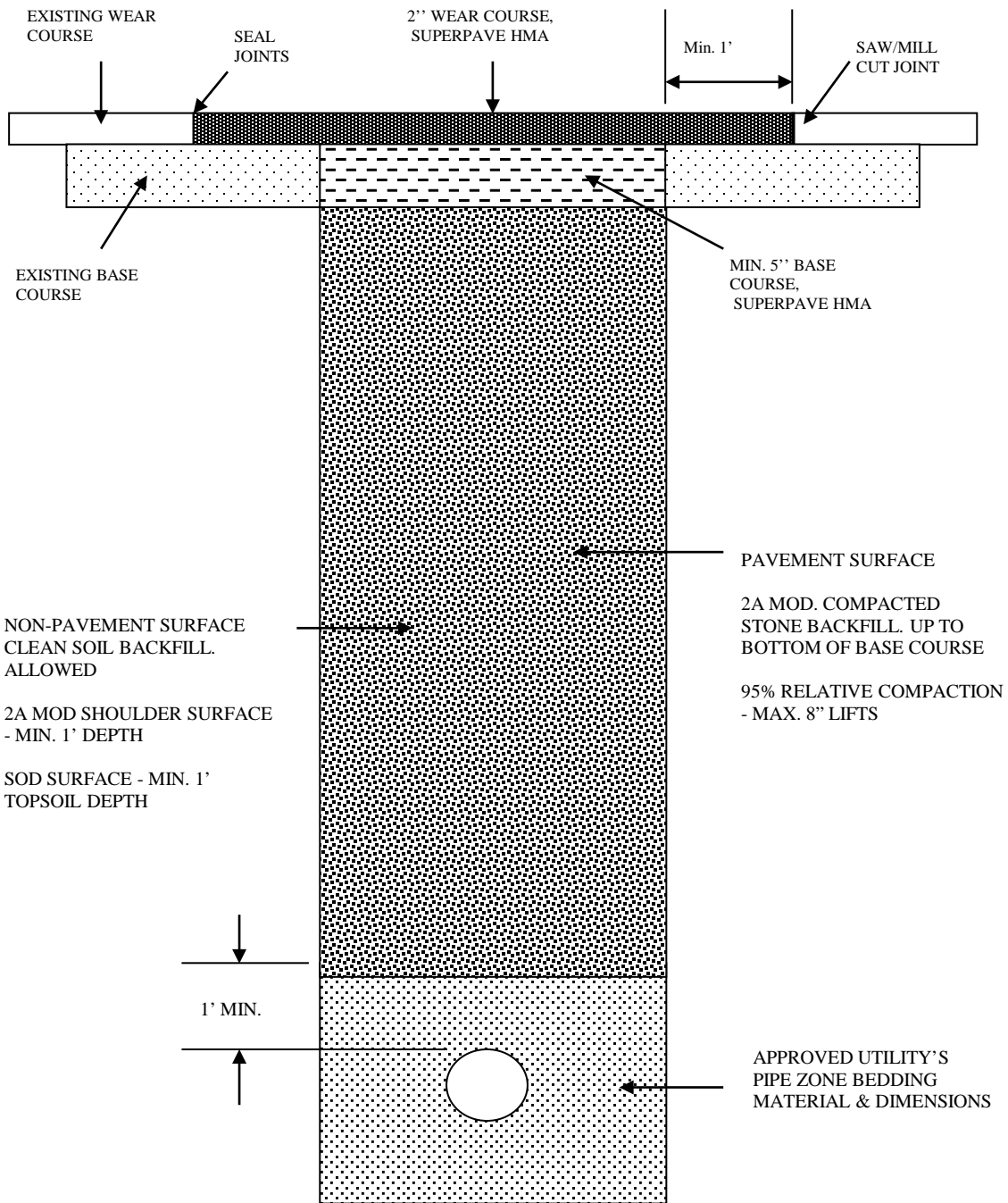
Agrees to comply with all Articles of North Cornwall Township's Right-of-Way Excavation Permit, Ordinance # 260.

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

Title: \_\_\_\_\_

Township approved by: \_\_\_\_\_ Date: \_\_\_\_\_

# APPENDIX A



## TRENCH BACKFILL IN EXISTING STREETS DIAGRAM

Right-of-Way Excavation Ordinance #260  
NORTH CORNWALL TOWNSHIP PUBLIC WORKS DEPT.