

## **To All Permit Applicants**

**Please be advised that Old Lycoming Township has revised the Right-of-way Road occupancy permit. Please take time and read the rules and regulations pages of the permit.**

Revised 1/21/2013

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

Permit Number \_\_\_\_\_  
(Applicant Leave Blank)

*Supervisors of Old Lycoming Township*



LYCOMING COUNTY  
1951 GREEN AVENUE WILLIAMSPORT, PA 17701-1299  
PHONE 570-322-6906  
FAX 570-322-5347

**Right-of-Way/Road Occupancy Permit Application**

Applicant/Contractor \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone ( ) \_\_\_\_\_ 24 HR Emergency Phone ( ) \_\_\_\_\_

Contractor (If Different From Applicant) \_\_\_\_\_

Daytime Phone ( ) \_\_\_\_\_ 24 HR Emergency Phone ( ) \_\_\_\_\_

Location of Proposed Work \_\_\_\_\_

Description of Proposed Work \_\_\_\_\_

Date Work Will Begin \_\_\_\_\_ Anticipated Date of Completion \_\_\_\_\_

Pa One Call Serial Number \_\_\_\_\_

Applicant is: [ ] Individual [ ] Partnership [ ] Corporation under the laws of \_\_\_\_\_

**Required Data:** The road surface is improved to a width of \_\_\_\_\_ft. Distance from center of line to roadway or gutter or ditch: \_\_\_\_\_ft. Distance from center line of road to right-of-way line: \_\_\_\_\_ft.

Number of poles to be erected: \_\_\_\_\_. Nearest distance from center of road to structure: \_\_\_\_\_ft. Distance of proposed work along road \_\_\_\_\_ft.

The improved surface of the road (will) (will not) be opened. Approximate area of openings in improved area of roadway: \_\_\_\_\_sq ft. Approximate area of openings in unimproved area of roadway: \_\_\_\_\_sq ft.

Total length of trenches: \_\_\_\_\_ft. Depth of trench below surface: \_\_\_\_\_in.

**PART 2 For Emergency Opening or Restoration**

Location of Emergency Work \_\_\_\_\_

Description of Emergency Work \_\_\_\_\_

Date Work Began \_\_\_\_\_ Anticipated Date of Completion \_\_\_\_\_

**PART 3**

**FEEES**

Permit Fee \$ \_\_\_\_\_

Inspection Fee \$ \_\_\_\_\_

Other Fees \$ \_\_\_\_\_

**TOTAL FEES** \$ \_\_\_\_\_

The prescribed permit fee shall accompany the application.

**I HEREBY ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION:**

Applicant/Authorized Representative Signature \_\_\_\_\_

(Permit void after 180 days from approval date)

**FOR OFFICAL USE ONLY**

Approved By: \_\_\_\_\_

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

Date of initial Inspection: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

Date of restoration inspection: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

Date of final inspection: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

## **RULES AND REGULATIONS FOR WORK:**

### **1. General Conditions:**

- Applicant will perform all work according to Old Lycoming Township's Ordinances, Policies, and Regulations and the most recent edition of PA DOT Pub 408.
- Any work performed on a township road that extends onto or across a State road, requires a State permit.
- Applicant shall provide the township with a sketch of the area of proposed excavation, when application is submitted.

### **2. Safety:**

- During any construction, the applicant will be required to follow all Local, State and Federal Rules and Regulations; including but not limited to, the use of shoring and safety equipment.
- The applicant is responsible for any or all Sub Contractors and employees on a project and shall see that such contractors abide by all Regulations contained herein.

### **3. Traffic and Warning Devices:**

- All applicants shall be responsible for the use and placement of all traffic and warning signs. All warning devices and placement of such devices shall conform to Federal, State and Township standards. (Refer to PA DOT PUB 213, Work Zone, Traffic Control, for proper procedures.)
- The applicant shall make every effort to provide a throughway on the street where work is being done. If the roadway needs to be closed where the work is being done, the township MUST be notified prior to the roadway closing, so that notifications to other agencies can be made. (Call (570) 322-6906 EXT.213).

### **4. Excavation and Restoration:**

- The applicant will saw cut, or cut with Pneumatic Tools, all Roadways before excavation.
- Back filling of trenches in unpaved areas within the right-of-way may be back filled with local material Excavated from the trench. The upper 18 inches of the trench shall be back filled with 2A subbase or approved equal.
- Backfilling of trenches in paved areas within the right-of-way or roadway, excluding the pipe zone, shall be back filled with 2A subbase or approved equal. The affected roadway shall be reconstructed as per attached drawing. All construction shall be executed and warranted as specified in the Right-of-Way / Road Occupancy Permit. In all cases, the applicant shall be responsible for all costs of replaing road material and pavement to the specified thickness and quality, and shall meet construction requirements of the Pennsylvania Department of Transportation and the permits and ordinances of the township in which the trench is located.
- All compaction in unpaved/paved areas shall be done with a mechanical tamper in a minimum of (6) inch lifts or a maximum of (8) inch lifts.
- The township reserves the right to ask for a compaction test after (1000) Lineal feet.
- All trenches in paved areas will be topped with a minimum of (2) inches of cold patching material and shall be maintained by the applicant till the final restoration phase is completed.
- Any open trenches within the roadway or township right-of-way that will be left open at the end of the work day, will be required to have barricades and will require the use of approved steel plating before the contractors leave the work site.
- Final restoration shall be completed within (90) days from time of repair, unless prior approval was made by the township for an extension.
- Final restoration shall done to township specs. (Refer to attached sheets for Non paved areas and Paved areas)
- All parts of the right-of-way disturbed or affected, shall be restored to a condition of equal to or better than that which existed before starting the work.
- The applicant procuring the permit is responsible for the affected area of work within the road or right-of-way for a period of **2 years** from the date of acceptance by the township.

## **5. Inspections:**

- LISTED BELOW ARE THE STAGES OF CONSTRUCTION DURING WHICH OLD LYCOMING TOWNSHIP MUST BE NOTIFIED. NOTIFICATION OF INTENT TO WORK, AND INSPECTION OF COMPLETED WORK SHALL BE MADE WITH OLD LYCOMING TOWNSHIP AT LEAST 24 HOURS IN ADVANCE. WORK WILL BE INSPECTED BETWEEN THE HOURS OF 6:00A.M. AND 2:00P.M. MONDAY- FRIDAY, UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE WITH THE TOWNSHIP. NO INSPECTIONS WILL BE SCHEDULED ON SATURDAY, SUNDAY OR HOLIDAY. **Call 570-322-6906 Ext. 215 to schedule an inspection.**

**PRELIMINARY INSPECTION** – This inspection involves checking the location of construction prior to excavation.  
(A digital photograph is taken.)

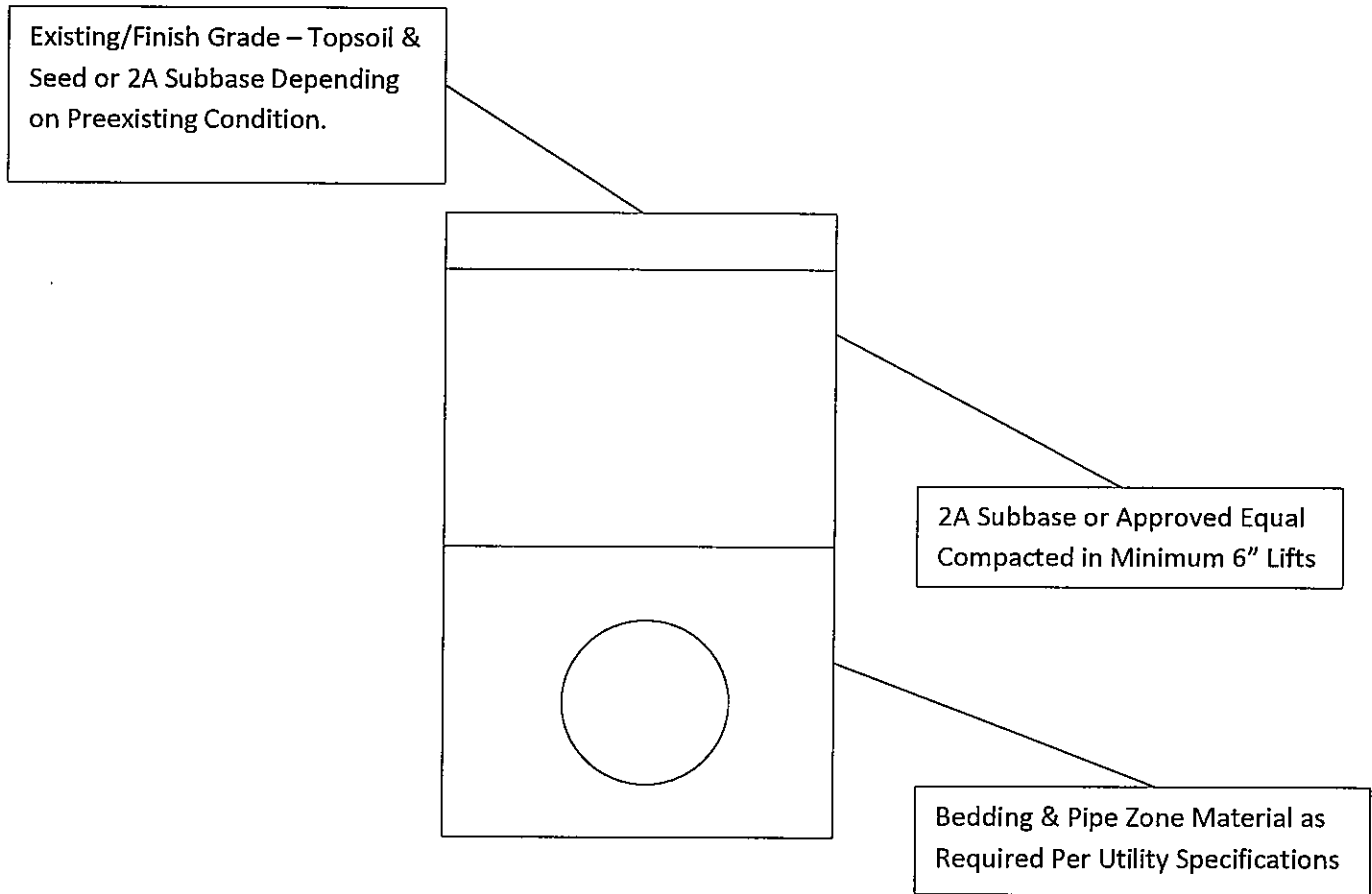
**RESTORATION INSPECTION** – This inspection will be made during the temporary restoration process.  
(A digital photograph is taken.)

**FINAL INSPECTION** – This inspection will be made after all work is completed and permanent restoration is completed.  
(A digital photograph is taken.)

**Old Lycoming Township reserves the right to stop any work being performed at any time for NON-COMPLIANCE with any of the conditions, restrictions and regulations set forth in this permit.**

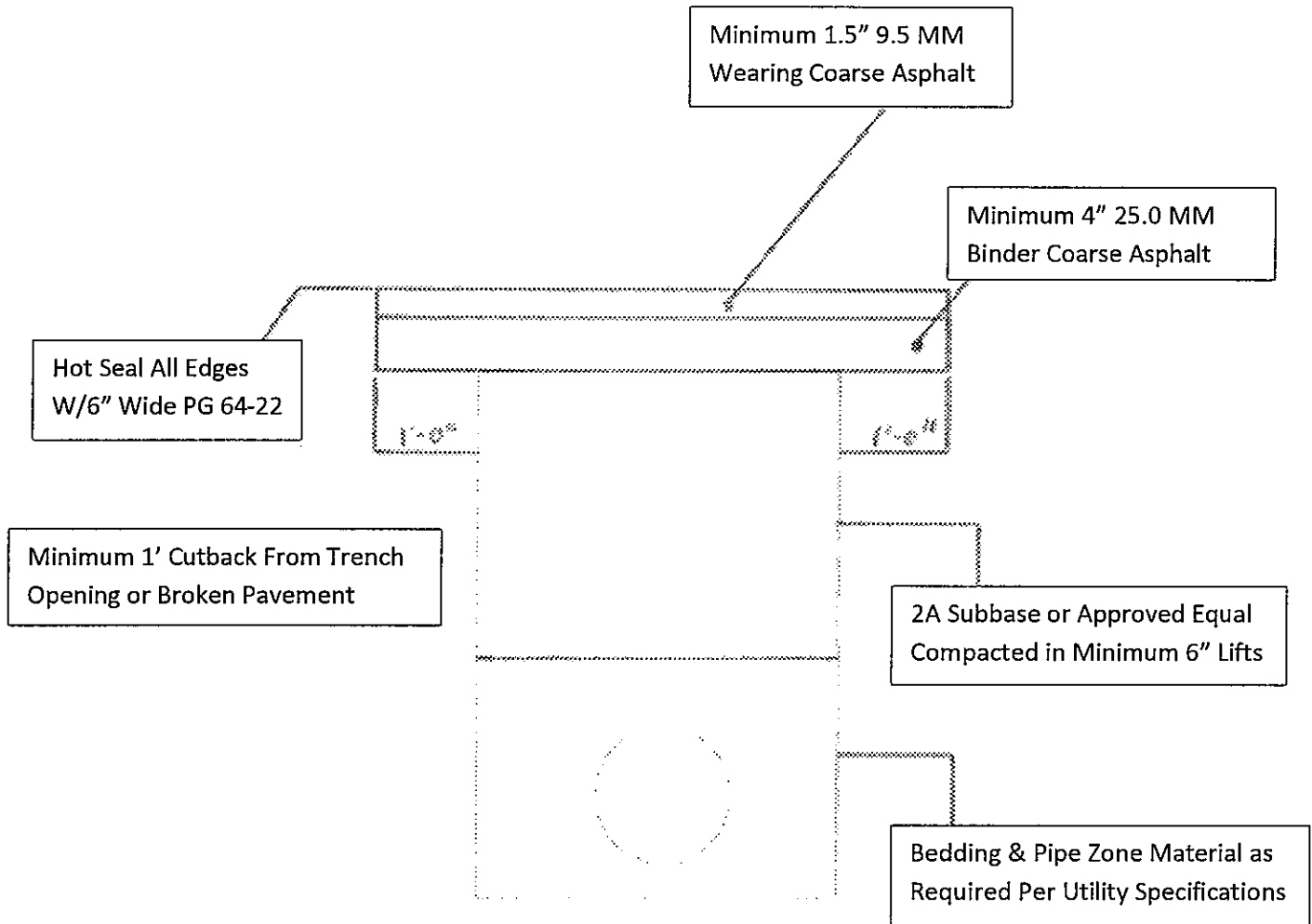
TYPICAL TRENCH DETAIL  
NON PAVED AREAS

NOT TO SCALE



**TYPICAL PIPE/ UTILITY CROSSING  
TRENCH DETAIL – PAVED AREAS**

**NOT TO SCALE**



**Temporary Restoration – Removal of all loose or damaged pavement along the trench opening shall be done prior to placement of a minimum of 2" temporary cold patching material and maintained until final restoration has been completed.**

**Final Restoration – Final restoration to be completed 90 days from time of repair, unless prior approval was made by the Township for an extension.**