

**ROAD OPENING APPLICATION**  
**PALMYRA TOWNSHIP – WAYNE COUNTY PENNSYLVANIA**

**APPLICANT INFORMATION:**

Name / Business Name: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Representative: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PA ONE CALL SYSTEM SERIAL NUMBER:** \_\_\_\_\_

**LOCATION OF EXCAVATION**

Address, Street, Cross Street(s) / Etc.:

\_\_\_\_\_  
Type of Shoulder, Pavement or Dirt:

**PURPOSE OF EXCAVATION:**

**DESCRIPTION OF EXCAVATION**

SQ. Footage; including Depth, Width, Length and ANY other pertinent dimensions/details of the excavation:

**Date of Application:** \_\_\_\_\_ **Intended Start Date:** \_\_\_\_\_ **Intended Completion Date:** \_\_\_\_\_

**FEES**

GENERAL PERMIT FEE: \$35.00 \$ \_\_\_\_\_

INSPECTION FEE: \$75.00 \$ \_\_\_\_\_

TOTAL SQ. FEET X (TIMES) \$2.50 IN PAVEMENT = \$ \_\_\_\_\_

TOTAL SQ. FEET X (TIMES) \$1.25 IN DIRT SHOULDER = \$ \_\_\_\_\_

DEPOSIT: \$12.00 per SQ.FT OF SURFACE TO BE OPENED = \$ \_\_\_\_\_

(DEPOSIT TO BE RETURNED, LESS 10%, UPON SATISFACTORY COMPLETION OF PROJECT)

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

**APPROVED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## REQUIREMENTS

The Zoning Officer of the Township of Palmyra or the Road Master shall issue permits for opening of roads or excavation therein in the Township of Palmyra which permits shall be issued upon receipt by said Zoning Officer or Road Master of the following information and documents:

1. Name of Responsible Party or Person applying for a permit.
2. PA One Call System Serial Number.
3. Location of the proposed excavation, and type of shoulder, pavement or dirt.
4. Purpose for which excavation is to be made.
5. The square footage of excavation proposed and a description of the depth, width, and any other pertinent dimensions of the excavation.
6. Date of intention to commence excavation or opening.
7. Date of intention to complete.
8. Date of application.

Section C: The fee for such permits shall be calculated in the following manner:

General Permit Fee: \$35.00

Total SQ FT X (times) \$2.50 in pavement.

Total SQ FT X (times) \$1.25 dirt shoulder.

Inspection Fee: \$75.00

Total fees collected with application by totaling all applicable fees.

Section D: The parties seeking a permit shall also deposit with Palmyra Township-Wayne County a fee of (\$12.00) dollars per square foot of the surface to be opened, which sum shall be returned to the applicant upon satisfactory completion of the work, less a retention of ten (10%) percent of the deposit (\$12.00) per square foot.

Section E: No permittee may open an excavation larger than five hundred (500) square feet at any one time except by special permission of the Township Supervisors.

Section F: No permittee shall completely block access to a home or business or completely block traffic on a road of the Township except for a limited period during normal working hours or in a case which constitutes an emergency upon approval of the Road Master.

Section G: Each permittee shall be responsible for all damage done to persons or property in the course of making the excavation or during the period that the excavation is open or thereafter if the work is not completed and the failure to complete in a satisfactory manner results in damage or injury to person or property and each permittee shall indemnify and save harmless the Township of Palmyra from any and all claim, loss, damage or injury growing out of the said excavation or opening of the roads.

Section H: No person or persons, firm or corporation or their agent shall place pipes or any other material whatsoever along the ditch or curb of a thoroughfare or a road of the Township of Palmyra without the approval of the Road Master of said Township.

Section I: Any paved roads shall be cut with a pavement cutter or a jackhammer and blade prior to any excavation.

Section J: Any sidewalks or curbs removed or destroyed in the process of any opening or excavation in the roads of Palmyra Township shall be replaced by the party making the excavation in as good a condition as they were prior to the opening, destruction or removal of said sidewalks.

Section K: All excavating or trenching or opening shall be repaired in the following manner:

- a. Permittee shall notify the Township forty-eight (48) hours in advance of the work to be performed so that the Road Master may inspect the same and determine its condition.
- b. The permittee shall restore the ground surface with the limit of the work area covered by the permit to a condition to the equal to that existing prior to the opening unless otherwise provided in the permit by special permission of the Board of Supervisors and shall maintain said repairs in such condition for a period of three (3) years after completion of the work.
- c. Dirt shall be replaced by tamping four (4) inches at a time. No puddling shall be allowed. Non-suitable material (including blacktop or surface removed, or wet material) shall not be put into an excavation.
- d. Eight (8) inches under the surface of the road five and one-half (5 1/2) inches of base binder of a select base material shall be required, which shall be covered by two and one-half (2 1/2) inches or more of bituminous surface coating.
- e. The surface shall be restored to a sufficient elevation to provide drainage of rain water from the restored surface.
- f. The permittee shall notify the Township within twenty-four (24) hours of the work being completed so that the Road Master may examine the site to determine that the work has been preformed in accordance with this Ordinance. In the event that the permittees work is rejected, permittee shall have forty-eight (48) hours to correct the deficiencies.
- g. The Proper warning devices adequate to assure public safety as required by State specifications in effect at the time shall be required of all permittees.
- h. If the party seeking a permit classifies his necessity as an "emergency", the Road Master shall have the authority to grant a permit, said permit to be granted or refused within twenty-four (24) hours after the application has been made. The fee for all required inspections shall be the sum of seventy-five (\$75.00) dollars per inspection with checks made payable to Palmyra Township-Wayne County.
- i. The party seeking a permit under this Ordinance shall in conjunction with said application execute a form which shall provide the following conditions:
  - Applicant has produced at the time of application a performance bond for not less than Two Hundred Fifty Thousand (\$250,000) Dollars which shall be in full force and effect at the commencement of excavation work.
  - Applicant has produced a Certificate of Liability Insurance not less than \$1,000,000 Aggregate.
  - Applicant agrees Township reserves right to amend total square footage fees based on site conditions.
  - Applicant agrees to utilize Best Management Practices in the conduct of this excavation work.
  - Applicant agrees to be responsible for any settling of excavation area for a period of 18 months from date excavation is closed. This will include any settling of pavement and/or dirt shoulder area. If settling occurs applicant will be responsible for repair of said settlement.
  - Applicant agrees that measures must be maintained to ensure the public safety during excavation. This will include traffic control measures, and proper barricades and warning lights to secure the excavation in the event the excavation remains open overnight.
  - Applicant shall be responsible for any damages, vehicular, pedestrian or otherwise which may occur as a result of this excavation, and in addition indemnify and hold harmless Palmyra Township, Wayne County.
  - Applicant agrees to be subject to a fine of \$500.00 for failure to comply with these provisions set forth, and also applicant and/or contractor will lose rights to conduct any future road opening within Palmyra Township, Wayne County.

Section L: The Zoning Officer or Road Master of the Township shall have the right to require an applicant under this Ordinance to provide evidence of liability insurance in existence at the time of the granting of the permit.

Section M: This Ordinance shall rescind any and all preceding Ordinances pertaining to the opening of Township roads.

Section N: Any person who shall violate or shall fail to conform to any of the provisions of this Ordinance shall, upon conviction thereof, be sentenced to pay a fine of not more than five hundred (\$500.00) dollars for a first offense. Any person who shall violate or fail to conform to any of the provisions of this Ordinance shall upon the second or subsequent conviction therefore be sentenced to pay a fine of not more than one thousand (\$1000.00) dollars. In the default of the payment of the first fine and costs the party shall be liable to imprisonment for not more than twenty-five (25) days; in default of payment of fine and costs for the second or subsequent offense the party shall be liable to imprisonment for not more than one hundred (100) days.

Section O. If any sentence, clause, or section or part of this Ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, or sections or parts of this Ordinance. It is hereby declared as the intent of Palmyra Township that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein. This Ordinance repeals any prior Ordinance, inconsistent in whole or in part herewith. This Ordinance shall be effective five (5) days after adoption hereof.