



Local or PennDOT Road

995942

M-945A (2-98)

# APPLICATION FOR HIGHWAY OCCUPANCY PERMIT



## INSTRUCTIONS ON REVERSE

ENGINEERING DISTRICT \_\_\_\_\_

Applicant - Owner	
Address	
Post Office	Zip Code
Phone	

	Application	Inspection 1	Inspection 2	Inspection 3
441/459 Ref. No.				
Unit Fee	X			
Number of Units	1			
Item Fee				
Permit Fee \$ <u>\$50.00</u>				
Account No. _____				
Check or Money Order No. _____				

County Delaware

Township/Boro Nether Providence Township

Date work is scheduled to begin \_\_\_\_\_

Approximate date when work will be completed \_\_\_\_\_

If utility: Opening over 36 ft<sup>2</sup> along and/or across highway \_\_\_\_\_ FT. \_\_\_\_\_ FT. \_\_\_\_\_ FT.  
(IN PAVEMENT) (IN SHOULDER) (OUTSIDE SHOULDER)

If utility:  Installation  Emergency Repair - E.P.C. No. \_\_\_\_\_ Entry No. \_\_\_\_\_  Repair  Replace  Service Connection or Disconnection  Removal

If driveway: Anticipated average daily traffic \_\_\_\_\_ ADT cars \_\_\_\_\_ ADT trucks \_\_\_\_\_ ADT buses \_\_\_\_\_ TOTAL ADT \_\_\_\_\_

One Call Serial No. \_\_\_\_\_

Local or

-STATE ROUTE LOCATION	DESCRIPTION OF PROPOSED WORK
S.R. _____ Segment _____ Offset(s) _____	
S.R. _____ Segment _____ Offset(s) _____	
S.R. _____ Segment _____ Offset(s) _____	

DEPARTMENT USE ONLY

Name of Applicant's Consultant(s) \_\_\_\_\_ By: \_\_\_\_\_ (SIGNATURE) Phone: \_\_\_\_\_

Name of Permittee's Contractor(s) must be furnished to the District Office prior to start of work.

*Under and subject to all the conditions, restrictions and regulations prescribed by the Pennsylvania Department of Transportation (see in particular 67 PA Code, Chapters 203, 441 and 459) and on the issued Permit, Form M-945P, and attachments thereto. The applicant certifies that this application, information and documentation therein or required by the Department is accurate, pursuant to 18 PA C.S. §4904 relating to false swearing to authorities, and that it has or will have all insurance, bonds, and other security required by the Department prior to performing any work authorized by the permit.*

The Applicant is (an individual) (a partnership) (a corporation incorporated under the laws of \_\_\_\_\_)

Signed on \_\_\_\_\_ (DATE) \_\_\_\_\_ (NAME OF APPLICANT)

Witness or Attest \_\_\_\_\_ (TITLE) By \_\_\_\_\_ (TITLE)

Plans are Satisfactory?  YES  NO (Returned on \_\_\_\_\_)

Traffic Control Plan consistent with Chapter No. 203  YES  NO (Returned on \_\_\_\_\_)

Driveway Classification(s) \_\_\_\_\_ MU \_\_\_\_\_ LV \_\_\_\_\_ HV

M-930  was  was not used.

Limited Access Highway  is  is not involved.

Continuous Inspection  is  is not planned.

Drainage Problem  is  is not anticipated.

Permit  will  will not be recorded.

DEPARTMENT USE ONLY

348288

## GENERAL INSTRUCTIONS

### PERMIT REQUIRED

You must have a Highway Occupancy Permit in your possession while you work within State highway right-of-way where such work involves the following:

1. Construction or alteration of a driveway or local road.
2. Installation or replacement of utility facilities or other structures.
3. Opening of the surface.
4. Adjusting highway slope.

### APPLICATION FORM

Applications for driveway, local roads or other structures must be submitted in the name of the owners of the property. Applications for utility facilities must be submitted in the name of the owner or operator of the facility.

Complete all items on the face of this form. Describe in detail what work you intend to do, how you intend to perform the work, and the materials you intend to use.

To avoid work delays, submit your application to the Transportation Department at least 30 days prior to the anticipated start of work.

This application form must also be used to apply for a change or time extension to the issued Permit, or to apply for an Emergency Permit Card (Form M-940). An application for time extension must be applied for prior to the permit's expiration date.

### PLANS

Submit FOUR complete sets of detailed plans of good quality with your application. The plans must clearly illustrate the location and pertinent dimensions of both the proposed installation(s) and related highway features, and must comply with Department Regulation 441.3 in the case of a driveway or structure, or Department Regulation 459.3 in the case of a utility.

### FEE

Submit a check or money order with your application; payable to the Pennsylvania Department of Transportation, in accordance with the fees specified in Department Regulations (67 PA Code, Chapter 441 or 459).

### ADDITIONAL PLAN REQUIREMENTS

**TRAFFIC CONTROL PLAN:** A traffic control plan shall be submitted for all work on limited access highways and whenever it will be necessary to either close any portion of a travel lane during the hours of darkness without work in active progress or detour traffic in order to perform the permitted work. All plans shall comply with section 6123 of the Vehicle Code and the applicable provisions of 67 PA Code, Chapter 203.

**DRAINAGE:** Submit a Drainage Control Plan with your application if your work will result in an increase in the flow (in cubic feet per second) of water onto the highway or into highway drainage facilities, or if there will be an increase in the flow of water onto the property of some other person as a result of any action authorized by the permit.

### HIGHWAY OCCUPANCY PERMIT (FORM M-945P)

Upon approval of this application you will receive your copy of the Highway Occupancy Permit. The issued Permit may prescribe special conditions and restrictions which are in addition to the Department's regulations. Failure to comply with the issued Permit or Department regulations could result in you being suspended from working within State Highway Right-Of-Way.

### PENNSYLVANIA DEPARTMENT OF TRANSPORTATION MAILING ADDRESSES

### TELEPHONE NUMBERS

Engr. District 1-0 + Permit Office, Galena Office Bldg., 1140 Liberty Street, Franklin, PA 16320	(814) 437-4313
Engr. District 2-0 + Permit Office, 1924 Daisy Street, P.O. Box 342, Clearfield, PA 16830	(814) 765-0512
Engr. District 3-0 + Permit Office, 715 Jordan Avenue, Montoursville, PA 17754	(717) 368-5640
Engr. District 4-0 + Permit Office, O'Neill Highway, Dunmore, PA 18512	(717) 963-4055
Engr. District 5-0 + Permit Office, 1713 Lehigh Street, Allentown, PA 18103	(610) 798-4170
Engr. District 6-0 + Permit Office, 200 Radnor-Chester Road, St. Davids, PA 19089	(610) 964-6562
Engr. District 8-0 + Permit Office, 2140 Herr Street, Harrisburg, PA 17120	(717) 767-8789
Engr. District 9-0 + Permit Office, North Juniata Street, Hollidaysburg, PA 16648	(814) 696-7261
Engr. District 10-0 + Permit Office, P.O. Box 429, Route 285 South, Indiana, PA 15701	(724) 357-2831