

**MAIDENCREEK TOWNSHIP
STREET ACCESS PERMIT APPLICATION**

Applicant Name _____

Applicant Address _____

Point of Contact for Work (POC)

Point of Contact _____

POC Phone No. _____ POC Email _____

PURPOSE AND DESCRIPTION OF WORK

Please include an explanation of the purpose of the work being applied for, and a description of that work including methods and practices that will be used on the Township Right-of-Way (e.g., length of cuts and width of cuts). Additional documents, such as maps or diagrams shall be attached to this permit application.

Location of Work

Street or Road Name for Work _____

List Specific Addresses _____

Signature _____ Date _____

I affirm that my signature attests to a true and accurate statement of the work that will be done at the locations I have stated above; I acknowledge and agree to the Standard Terms and Conditions included herein.

STREET ACCESS PERMITS STANDARD REQUIREMENTS, TERMS, AND CONDITIONS

Completed permit applications may be submitted via mail to the Township Building at 1 Quarry Road, PO Box 319, Blandon, PA 19510, or by hand delivery at 1 Quarry Road, Reading, PA 19605. An applicant may also submit their application by email to the following email addresses: hlahrens@maidencreek.net; admin@maidencreek.net; or clhafer@maidencreek.net. Permit fees may be paid in advance, and application fees will be required to be paid for all applications, but permit fees are due at the time of permit receipt.

An applicant shall provide additional documents that include maps that are made to scale, and accurately reflect the contours of the Township's Right-of-Ways and especially the streets, all drawings shall be subject to § 186-10 of the Township's Code of Ordinances. Accompanying or featured within these maps shall be markings to exhibit the proposed work. The application may also include graphics, diagrams, or other drawings that offer a complete picture of the work being proposed. If permits are being applied for concerning a specific address(es) (e.g., Water Connection, Gas Connection, etc.), include a list of all addresses affected. The Township reserves the right to request additional documentation or revised documents when these standards are not met.

The Township reserves the right to require a bond or another method of financial security for work that is posted in the event applicant does not meet the standards of the Township's work. Bonding or another form of financial deposit shall be made per the Second Class Township Code Section 2322 and § 186-5 (H) of the Township's Code of Ordinances. The Township also requires that an applicant provide a Certificate of Insurance listing Maiden Creek Township as an Additional Insured as per § 186-5 (D) and § 186-11 of the Township's Code of Ordinances.

"General liability coverage, including any liability normally covered by a general liability policy with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in the annual aggregate (Maiden Creek Township, Code of Ordinances, §186-11)."

If an applicant expects to close roads in the promulgation of work, they must submit a Traffic Impact Plan (TIP) as per §186-9.1 (D) of the Township Code of Ordinances. An applicant may request the waiver of the TIP requirement by attaching a letterhead document requesting such. No road closures will be permitted without an accepted TIP or waiver thereof.

Failure to complete the Township's prescribed form for a Street Access Permit, acceptance of the Standard Requirements, Terms, and Conditions, and Acceptance of the Township's Supplementary Conditions, or failure to provide additional documentation that the Township has requested shall result in the denial of the permit application.

The terms and conditions of this permit require the permittee to complete this work by the end of the fourth month after the permit has been awarded subject to §186-6 (B) of the Township Code of Ordinances. Failure to comply with the condition related to the completion of work shall adhere to the following standards:

a) Failure To Start Work by Conclusion of Permit

A permit will be canceled unless the permittee desires an extension of time. Extensions may be issued at the discretion of the Township and shall be subject to §186-9.1 (F) of the Township's Code of Ordinances.

b) Work Started and Not Completed by Specified Date

Permittee will notify Township, before permit expiration, of the inability to complete the work on or before the date specified and request an extension of time. Such request shall be accompanied by the prescribed fee.

c) Desire to Cancel or Change Permit Application to Reflect Current Conditions

Permittee will notify the Township before the date specified for completion that work will not be carried forward, returning the permit with such notice. The application fee set by the Board of Supervisors shall not be recoverable. Fees for inspection of the work will be refunded by the Township if they have been notified of cancellation before inspections.