

**WEST PENNSBORO TOWNSHIP, CUMBERLAND COUNTY, PA  
APPLICATION FOR DRIVEWAY PERMIT**

**I. APPLICANT INFORMATION**     (CHECK HERE IF APPLICANT IS PROPERTY OWNER)

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

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

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

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

**II. CONTRACTOR INFORMATION**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

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

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**TO BE COMPLETED BY WEST PENNSBORO TOWNSHIP**

**III. DRIVEWAY ACTIVITY INFORMATION**

Road Rights-of-Way width at property: \_\_\_\_\_

**NEW DRIVEWAY To Enter Township Right-of-Way and paving of entrance:**

**EXISTING DRIVEWAY to Be Paved with Black-Top or oil & chip (Tar & Chip)**

Was Permit Obtained After Driveway Activity Took Place? YES \_\_\_ NO \_\_\_ Date Discovered if Yes: \_\_\_\_\_

Sight Distance **LEFT** Actual \_\_\_\_\_ Required \_\_\_\_\_

Sight Distance **RIGHT** Actual \_\_\_\_\_ Required \_\_\_\_\_

Site Distance Requirements Met? YES \_\_\_ NO \_\_\_ Date: \_\_\_\_\_

**Resident / Contractor Responsibilities**

**Material Requirements Within Right-of-Way; (Article VII, Table 1)**

1. Base Course – 2A Stone @ 8” depth
2. Binder Course – 37.5 mm Superpave @ 5” depth (rolled)
3. Wearing Course – 9.5 mm Superpave @ 1.5” depth (rolled)

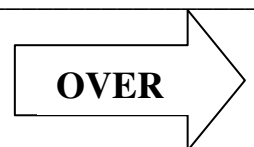
**Required Inspections: (Inspector’s cell number 226-1689)**

- |  |                         |            |
|--|-------------------------|------------|
| 1. When entrance is marked for new driveway.           | Approved ___ Denied ___ | Date _____ |
| 2. When entrance is cut out and ready for stone.       | Approved ___ Denied ___ | Date _____ |
| 3. When entrance is cut out and ready for base course. | Approved ___ Denied ___ | Date _____ |
| 4. When paving is completed.                           | Approved ___ Denied ___ | Date _____ |

**NAME OF OFFICIAL:** \_\_\_\_\_ **SIGNATURE:** \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_



**VI. FEES**

Permit Fee: **\$60.00**

(Permit fee is non-refundable regardless if permit is approved or denied)

Date Paid: \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_

(Permit must be applied for and approved by West Pennsboro Township prior to **ANY DRIVEWAY ACTIVITY**)

(Driveway Permits are valid for one (1) year from date of issuance)

(New Driveway locations **MUST** be marked on-site at time of application)

(Township **MUST** be notified at least 24 hours in advance of **ANY** construction or paving Activity)

**PLEASE NOTE:**

West Pennsboro Township Ordinance #2006-09, also known as the Driveway Permit Ordinance, requires any owner or contractor to obtain a Driveway Permit prior to any activity. Violations of Ordinance #2006-09 can carry a maximum fine of \$300.00 if found guilty before a District Magistrate.

By my signature, I hereby authorize the appropriate officials of West Pennsboro Township to enter onto the property listed on this application to allow any and all inspections required as a part of this permit process. Furthermore, if the applicant is not the owner of the property listed on this application, applicant hereby certifies that they have full authority by the property owner to act and sign on their behalf for filing of this application.

Applicant Signature: \_\_\_\_\_

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