

**FRANKLIN TOWNSHIP**  
715 HAWK ROAD, MONTROSE, PA 18801

## APPLICATION FOR TOWNSHIP DRIVEWAY / ROAD OCCUPANCY PERMIT

APPLICANT	
Name:	
Organization:	
Mailing Address:	
Phone:	
E-Mail:	

Date:	
Type:	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial
Fees:	Residential    \$ 25.00 Commercial    \$325.00
	Make checks payable to: <b>Franklin Township</b> Tax ID#: 23-1647440

Location of Work to be Performed:	
	<b>Please also provide a sketch showing location of proposed driveway on the property.</b>

Description of Work to be Performed:	

Approximate Dates Work is to be Started:		Completed:	
Road will need to be closed during construction:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

OFFICIAL USE ONLY	
Application received on:	
Fee received:	
Check #:	
Approved on:	
Approved by:	

# Driveway Specifications

## Residential Driveway

- Permits required for any and all new construction as well as any existing driveway which is altered.
- Width of a Residential Driveway to be 10 Feet Minimum, 20 Feet Maximum.
- Construct the driveway so as not to impair existing drainage within the Right-of-way.  
Where a drainage ditch or swale exists, install adequate size and length of pipe under the driveway for drainage. **Pipe to be a minimum 15" Diameter** unless site conditions require less. If Cover over the pipe is minimal, reinforced concrete or corrugated metal pipe is recommended.
- Driveway must meet adequate Sight Distance as per PennDOT roadway sight distance criteria.
- Driveway must be a MINIMUM of 5 feet from the side property line within the Right-of-way area.
- Driveway must be stabilized inside of property.
- On Driveways adjacent to intersections the distance from the edge of pavement of the intersecting Street to the first permitted driveway is a minimum of 20 feet on curbed streets, 30 feet on uncurbed Streets, and 15 feet from alleys.
- Normally only one driveway is permitted for residential driveways, However if property frontage or site conditions warrant, an additional driveway may be authorized for an additional fee.
- The driveway and parking facilities must be on the same or immediately adjacent lot and under the same ownership as the residence.
- Position driveways used for two way operation at right angles ( 90 degrees ) to the street or as near to 90 degrees as site conditions permit. Also, restrictions on backing out of driveway may be applied.
- The current Permit fee is per each driveway.
- Contact the Pennsylvania One Call System three business days before digging, call 811 or 1-800-242-1776

## Commercial Driveway

- All of the above residential specifications apply to commercial driveways with the following exceptions:
- Commercial Driveway - 35' Maximum Width
- When more than one driveway is requested a 8' or larger separation area is required
- Depending on existing conditions, commercial driveways may be required to be entrance or exit only and required to be signed as such. Stop signs or other signs may also be required to be placed. All required signing will be at owners expense.