

R. Douglas Skelton
Public Works Director
Office Phone: 610-294-9153

Tinicum Township
163 Municipal Road
Pipersville, PA. 18947

Shawn McGlynn
Zoning Officer
Office Phone: 610-294-8076

Driveway/Encroachment Application

* This section to be completed by the Applicant:

Applicant's Name: _____ Parcel # 44 - _____
Address: _____ Excavator's Name: _____
_____ Excavator's Registration Number _____
Phone # _____ Excavator's Phone #: _____

Physical Road Location: _____

Note: All terms and conditions embodied in this application require, the applicant to complete the work by the date specified on the actual Permit. If the applicant fails to complete this work by the time specified, an extension shall be applied for with the Zoning Officer. It is the Applicant's responsibility to notify the Township or you may forfeit your Escrow.

Any Encroachment onto the Township's Right Of Way and all Driveways shall be subject to all Conditions, Restrictions, Regulations and Requirements of Ordinance #161 and Resolution #06.15.04.01.

I understand and acknowledge all of the pertaining enclosures and requirements for this new or existing Driveway/Encroachment Application:

Signature of the Applicant: _____ Today's Date: _____

Zoning # D - _____ *This section to be completed by Office Personnel/Zoning Officer:

Zoning Fee: (see current fee schedule) Amount Rec'd: _____ Day Rec'd: _____ Rec'd By: _____

This fee is for 2 inspections by the Public Works Director, and also for administrative costs. Any requested or required additional inspections (Dates Documented) shall cost \$50.00 each and will be charged against your Escrow Fee.

Escrow: \$1000.00 Amount Rec'd: _____ Day Rec'd: _____ Rec'd By: _____

All of the pertinent information has been reviewed and the Public Works Director may review and complete the application.

Signature of the Zoning Officer: _____

*This section to be completed by the Township Public Works Director.

New House # to be posted prior to any work commencing: # _____

Initial Date of Inspection by the Public Works Director: _____ Initials: _____

The following conditions also apply.

Final Approval:

A release of Escrow form has been submitted to the main office for processing.

Signature of the Public Works Director: _____ Date: _____

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Driveway/Encroachment Permit Process

1. Applicant shall complete a Township Driveway/Encroachment Application and submit the proper fees. At this time the Zoning Administrator shall review the application and if the application is complete it shall be forwarded to the Public Works Director. Along with the application the applicant shall submit a detailed plan of the proposed driveway on a copy of the lot plan, with any restrictions shown for the proposed driveway (minimum size 8 1/2" x 11").
2. Prior to any initial inspection the applicant shall use stakes or ribbons to mark the location of the proposed driveway on the lot.
3. The Public Works Director shall then review the above information and conduct an initial inspection. If there is any ground which has a grade 10% or greater he shall then forward the application to the Township Engineer for his input and approval. Also at this time if there is any problem with the location etc., of the driveway he shall contact the Applicant and/or the Excavator to review the problem and help them come to a solution.
4. If the proposed driveway meets Tinicum Township's approval, the Zoning Administrator shall then issue the Applicant a Permit, good for 1 year.
5. After the driveway has been completed the Applicant shall then contact the Public Works Director who shall make a final inspection with the Applicant and or the Excavator. If there are any corrections to be made, the Public Works Director shall detail them for you and schedule another inspection at your call, which shall be deducted from your escrow.
6. After passing a final inspection the Public Works Director shall then issue a Release of Escrow Memo to the Township Office personnel for processing. Escrow shall then be released after an Occupancy Permit has been obtained.

Please note*

1. All Conservation District and Township Permits must be obtained prior to any work commencing and shall be available along with the Driveway /Encroachment Application and attachments on site.
2. The applicant shall notify the One Call System as required by State Law at 1-800-242-1776. Prior to any work commencing the Bucks County Conservation District and the Township Public Works Director shall be advised at least three (3) days prior to and also the newly assigned "911 Address" shall be posted.
3. All regulations concerning Work Zone Traffic Control, which is covered in #67 of the Pa. Motor Vehicle Code, Chapter 203 (Also called Publication #203) shall be followed when working within the Township's or Penn-Dot's Right of Way.