

DRIVEWAY/ ENCROACHMENT PERMIT APPLICATION

TINICUM TOWNSHIP
BUILDING & ZONING DEPARTMENT
163 MUNICIPAL ROAD
PIPERSVILLE, PA 18947
610-294-8076 FAX: 610-294-9889
WWW.TINICUMBUCKS.ORG



Permit #:	Driveway Permit Fee:	
Property Address:	\$50 App Review Fee Rcvd:	-
Parcel # 44-	Total Fee Due:	

* Fee covers 2 inspections by Public Works Director and admin costs. Additional inspections fee of \$50 each charged against the escrow fee.

GENERAL INFORMATION (SUBMIT 2 COPIES OF DETAILED PLAN OF PROPOSED DRIVEWAY ON LOT PLAN)				
Property Owner	Name			Primary Contact <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address			
	Contact Phone#	Email		
Applicant (If other than owner)	Name			Primary Contact <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address			
	Contact Phone#	Email		
Excavator	Contact Name	Business Name		Primary Contact <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address	Registration #		
	Contact Phone#	Email		
I acknowledge that:				
<ol style="list-style-type: none"> 1. I am required to complete the work within 1 year of the date specified on the actual Permit. If I fail to complete this work by the time specified, it is my responsibility to notify the Township and apply for an extension or I may forfeit my escrow. 2. 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. 3. All regulations concerning Temporary Traffic Control Guidelines (PA Motor Vehicle Code #67), Publication #213 must be followed. 4. I certify that I am empowered by the owner of the property to make an application on his/her behalf. 				
Signature of Applicant:				
Signature of Owner:				

OFFICE REVIEW			
Zoning Approved:		Date:	
Escrow Amount Due:	Check #:	Date:	
New House Assignment #:	D.P.W. #		
Initial Inspection Date:	PWD Signature:		
Following conditions:		<input type="checkbox"/> Engineer Review required	
Public Works Director Final Approved:	Date:		
Release of Escrow Form submitted to the main office	Date:		
Approval to Release Escrow:			

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R. DOUGLAS SKELTON
PUBLIC WORKS DIRECTOR
(610) 294-9153
TRACY TACKETT
ZONING OFFICER
(610) 294-8076

1. Applicant must complete a Township Driveway/Encroachment Application along with 2 detailed plans 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") and an application fee of \$105 plus escrow of \$1,000 for Township roads, or \$200 escrow for State roads, to Tinicum Township.
2. The Zoning Officer will review the application and, if complete, will forward it to the Public Works Director for review.
3. The Public Works Director will conduct an initial inspection. Prior to any initial inspection, the applicant must mark the location of the proposed driveway using stakes or ribbons on the lot. If there is any problem with the location etc., of the driveway the Public Works Director will review the issues with the Applicant and/or the Excavator to help them come to a solution.
4. If any ground has a grade of 10% or greater, the application must be reviewed by the Township Engineer for approval.
5. If the proposed driveway is approved, the Zoning Officer will issue the Applicant a permit good for 1 year. (No work can begin until the applicant has picked up the permit and paid the applicable fee and Escrow.)
6. After the driveway has been completed, the Applicant must contact the Public Works Director to make a final inspection with the Applicant and/or the Excavator. If there are any corrections to be made, the Public Works Director will detail them for you and schedule another inspection at your call, which shall be deducted from your escrow.
7. After passing a final inspection, the Public Works Director will then issue a Release of Escrow Memo to the Township Office personnel for processing. Escrow will be released after an Occupancy Permit has been obtained.

Please Note:

- All Bucks County Conservation District Permits must be obtained prior to any work commencing and must be available along with the Driveway/Encroachment Application and attachments on site.
- The applicant must contact the Pennsylvania One Call System, as required by State Law, by calling 8-1-1 or 1-800-242-1776 (outside of PA) to give notice of their plans to dig in a specific area to protect underground phone service, power lines, energy pipelines, etc. (For more info go to www.pa1call.org) Prior to any work commencing the Bucks County Conservation District and Public Works Director shall be advised at least three (3) days prior to and also the newly assigned "911 Address" must be posted.
- All regulations concerning Temporary Traffic Control Guidelines Control, (Pennsylvania Motor Vehicle Code #67), Publication #213 and Work Zone Pocket Guide for Municipalities & Utilities shall be followed when working within the Township's or PennDOT's Right-of-Way.