



## **DRIVEWAY PERMITS**

If you are installing a driveway or planning on filling in an open ditch along a Township owned road, you must first make application with the Township. The Road Master will review the application and return a permit describing the specifications you must follow to complete your project. This ensures that proper drainage and sight distance are maintained. There is no fee for this application. For more information, contact the Township Office at (814) 885-8450 ext. 5.

Application should be submitted to the Township Office at 116 Irishtown Road, Kersey

If your project is located along a Penn DOT road, you must contact the local PennDOT office instead of the Township.

PennDOT, Elk County (814)772-0038

# TOWNSHIP ROAD OCCUPANCY PERMIT

All work under this permit to be completed  
on or before: \_\_\_\_\_

Date Issued \_\_\_\_\_

Total Fees \_\_\_\_\_

\* *Permit void after this date. Immediately upon completion  
of the work, permittee should notify the Township.*

Permission is hereby granted to

\_\_\_\_\_  
PERMITTEE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
POST OFFICE

\_\_\_\_\_  
ZIP CODE

\_\_\_\_\_  
Township Route No., Road or Street (Where work is to be done)

\_\_\_\_\_  
Township

\_\_\_\_\_  
Co.

Under and subject to all the conditions, restrictions, and regulations prescribed by the Township and on the general provisions and specifications, a true copy whereof is attached and made a part hereof, with the same force and effect as if written or printed herein and under and subject to the special conditions, restrictions, and regulations hereinafter set forth.

\_\_\_\_\_  
(DESCRIPTION AND PURPOSE OF WORK)

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

The Township Board of Supervisors, may at any time revoke and annul this permit for non-performance of, or non-compliance with any of the conditions, restrictions, and regulations hereof.

APPROVED \_\_\_\_\_  
Day Month Year

\_\_\_\_\_  
Township Signature or Seal

## IMPORTANT

The terms and conditions embodied in this permit require the permittee to complete this work by the date specified in the permit. Where permittee fails to comply with the condition as to completion of work by the time specified, the following rules will govern:

(a) **Failure to start work by date specified for completion.** Permit will be cancelled unless permittee desires an extension of time, in which case a supplemental permit may be issued.

(b) **Work started and not completed by specified date.** Permittee will notify Township, prior to expiration of allotted time, of 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) **Permittee not desirous of carrying out proposed work on account of change in conditions affecting it.** Permittee will notify the Township prior to the date specified for completion that work will not be carried forward, returning the permit with such notice. The fee for inspection of the work will be refunded by the Township, provided that they have been notified of cancellation prior to the expiration date.

The fees to be paid under the conditions in (a), (b), and (c) apply only to permits for which fees are collected in accordance with the fixed schedule.

All notices relative to time extensions or cancellations shall be forwarded to the Township which issued the original permit.