



STREET OPENING PERMIT APPLICATION

Borough of Paxtang
3423 Derry Street, Harrisburg, PA 17111
717-564-4770 www.paxtang.org

Application Date: _____

Name of Applicant: _____

Applicant Address: _____

Contact Person: _____

Phone: _____ Email: _____

The applicant is a: Public Utility Property Owner Contractor

Site Address: _____

Approx. Size and Depth of Proposed Opening or Excavation: _____

Approx. Start Date: _____ Approx. End Date: _____

Description of Work: _____

Contractor Name: _____

Contractor Address: _____

Phone: _____ Email: _____

It is hereby agreed that the Applicant will comply with all relevant ordinances of Paxtang Borough and the laws of the Commonwealth of Pennsylvania. The Applicant shall assume risks or be liable for all injuries or damages occasioned (a) by the opening or excavation of the street or (b) by the failure to properly protect the same, backfill the same, restore the surface or maintain the surface or (c) by any other action or inactions in connection therewith. The Applicant shall indemnify and save harmless the Borough of Paxtang, its officials and employees of and from any such liability.

Signature of Applicant

Date

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**FOR BOROUGH USE ONLY:**

Permit No.: \_\_\_\_\_

Total Permit Fee: \_\_\_\_\_

Date Permit Approved: \_\_\_\_\_

Date Fees Paid: \_\_\_\_\_



## STREET OPENING PERMIT PROCEDURES

Borough of Paxtang  
3423 Derry Street, Harrisburg, PA 17111  
717-564-4770 [www.paxtang.org](http://www.paxtang.org)

### **A STREET OPENING PERMIT IS REQUIRED FOR ALL EXCAVATIONS OF ANY TYPE IN STREETS OR STREET RIGHTS-OF-WAY IN THE BOROUGH OF PAXTANG**

#### **REQUIRED ITEMS THAT MUST BE SUBMITTED WITH APPLICATION:**

- Drawing or Sketch on an attached 8.5"x 11" sheet of paper. Drawing or Sketch must show Location Map including quantities of estimated street and/or sidewalk excavation. Identify all streets affected by construction. Sketch all highway features (i.e., poles, pipes, manholes, mains, laterals, bore pits, curb, sidewalk, location and size of openings, etc.). Include dimensions, where applicable. Identify whether features are existing or proposed. Show North Arrow on sketch.
- PA One Call Verified.
- Proof of Insurance (for contractor)

#### **ITEMS REQUIRED BEFORE THE PERMIT IS APPROVED:**

- Security Estimate (*if applicable*)
- Security is Posted (*if applicable*)
- Permit Fee is Paid**

#### **FEES:**

Application Fee: \$150 for the first 100 square feet of disturbed area plus \$50 for each additional 100 square feet (or portion thereof)

Degradation Fee: \$10 per square foot for streets paved within five (5) years or less of permit application; \$5 per square foot for streets paved more than five (5) years from the permit application

#### **ADDITIONAL INFORMATION:**

- ◆ Contractor must provide Certificate of Insurance and their Federal or State Employer Identification Number (EIN).
- ◆ Contractor must notify Paxtang Borough at least two (2) business days prior to street opening.
- ◆ All work related to this permit application shall comply with Paxtang Borough Ordinance No. 669 and Chapter 366 (Streets and Sidewalks) of the Paxtang Borough Code. A copy of the ordinance may be obtained at the Paxtang Borough office. A link to the Code of Paxtang Borough is available on the borough's website.
- ◆ The permit application will be reviewed for compliance with applicable Borough codes and ordinances.
- ◆ The applicant will receive an approval notification via email or phone call. Work may not begin until permit approval.
- ◆ The contractor shall be responsible to notify Paxtang Borough at least one (1) business day in advance of an inspection.
- ◆ Fees are subject to change at any time by resolution adopted by the Paxtang Borough Council.