

**MONTGOMERY COUNTY  
ROADS AND BRIDGES DEPARTMENT  
APPLICATION FOR HIGHWAY OCCUPANCY PERMIT  
(Revised January 2017)**

**PART 1**

Applicant \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Daytime Phone \_\_\_\_\_ 24 Hour Emergency Phone \_\_\_\_\_  
Email address \_\_\_\_\_ [for review correspondence and permit updates]

Applicant's Representative (Engineer and/or Contractor) \_\_\_\_\_  
Daytime Phone \_\_\_\_\_ 24 Hour Emergency Phone (If Contractor) \_\_\_\_\_  
Email address \_\_\_\_\_ [for review correspondence and permit updates]

Previous Preliminary Traffic Impact/ Scoping Application number (if applicable) \_\_\_\_\_

Location of proposed work, including municipality and nearest existing cross street: \_\_\_\_\_  
\_\_\_\_\_

Description of proposed work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date work will begin \_\_\_\_\_ Date work will be complete \_\_\_\_\_

Pennsylvania One Call System, Inc. serial number/date \_\_\_\_\_

Applicant is a(n):     Individual     Municipality     Partnership  
                           Corporation organized and existing under the laws of \_\_\_\_\_

**PART 2      For Emergency Opening or Restoration**

Description and location of emergency work \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date work began \_\_\_\_\_ Anticipated date of completion \_\_\_\_\_

**PART 3**

I, \_\_\_\_\_, agree to assume all liability whatsoever for any and all damages to any person(s) or property accruing to the public or Montgomery County which may result from opening, excavating, or occupying of highway, street, road, avenue, public lane, public alley, sidewalk, footpath, bike path, or horse trail.

Applicant Signature and Title \_\_\_\_\_

**CONDITIONS OF PERMIT** - Notify the Montgomery County Roads and Bridges Department at least 72 hours before the start of work: Telephone (610) 278-3613 or email [griley@montcopa.org](mailto:griley@montcopa.org)

1. Applicant will perform all work according to the most recent edition of PennDOT Publication 408, and in compliance with local municipal ordinances, policies, and regulations.
2. For any County road that has been re-paved within the past five (5) years, permittee will be required to perform a mill and overlay (half-width, full width, adjacent lane width depending upon project scope) along the subject property frontage. Infrared technology may also be utilized/ required in order to eliminate visible seams subject to County approval. It should be noted that no sealant shall be used around the proposed trench location since no visible joint is to be achieved
3. Include a copy of the appropriate PATA figure(s) PennDOT Publication 213M, *Temporary Traffic Control Guidelines* (June 2014 or most current revision).
4. Applicant will sawcut, or cut with pneumatic tools, all roadways before excavation.
5. Applicant must fill all trenches with stone and temporary topping of cold patch material until permanent restoration is undertaken. Applicant will complete temporary patching immediately, and maintain until permanent restoration is undertaken.
6. Applicant must complete all permanent work in conformance with the attached Rider.
7. Any proposed trench will need to be restored by the Applicant if County inspections determine that the roadway surface shows signs of deterioration within two (2) years after completion of work.
8. Any fees incurred by the county after issuance of the permit (i.e. construction and/or consultation, field monitoring, etc.) will be forwarded to the permittee for reimbursement.
9. No traffic restrictions or lane closures are permitted between the hours of 6:00 AM to 9:00 AM and 3:00 PM to 6:00 PM, Monday through Friday and legal holidays.
10. Two (2) CD's (or electronic versions) containing all approved documents and plans must be provided to the County (Attn: Gretta Riley).
11. Permittee is responsible for ensuring that mud, silt and other debris is removed from vehicles and tires (by power wash, etc.) before entering onto the County Roadway.

Application Number \_\_\_\_\_  
(Applicant leave blank)

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**FOR MONTGOMERY COUNTY USE**

Permit number P- \_\_\_\_\_ *(Valid for one (1) year from date approved)*

Approved by \_\_\_\_\_ Date approved \_\_\_\_\_

Issuing Permit Fee \$ \_\_\_\_\_ Consultant Fees \$ \_\_\_\_\_

Final Inspection Fees \$ \_\_\_\_\_ Total Fees \$ \_\_\_\_\_

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Chief Inspector

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Final acceptance date