



DEPARTMENT OF PUBLIC WORKS
 BUREAU OF ENGINEERING

Permit Revision Date: February 2018

STREET OPENING PERMIT APPLICATION

Return this form to:
 City of Lancaster, Engineering Bureau
 120 North Duke Street, PO Box 1599
 Lancaster PA 17608-1599
 Fax: (717) 291-4772
 Phone: (717) 291-4764
 Email: engineering@cityoflanasterpa.com

PERMIT SHALL BE KEPT ONSITE AT ALL TIMES FOR INSPECTION

***** THIS SECTION FOR CITY OF LANCASTER OFFICE USE ONLY *****

PERMIT NUMBER:		DATE ISSUED:	
			PERMIT EXPIRES IN 90 DAYS UNLESS NOTED ONE TIME RENEWAL FEE IS \$170
PERMIT FEE:	\$330 (2 INSP.)	ISSUED BY:	
INSPECTION FEES:	(\$120/EA)	BONDING:	ACTIVE
DEGRADATION:	(FEE SCHED.)	INSURANCE:	ACTIVE
PERMIT TOTAL:		YEAR PAVED (IF <15)	
NOTES:			

***** ALL INFORMATION BELOW IS REQUIRED TO OBTAIN A PERMIT *****
***** TRAFFIC PERMITS ARE ALSO REQUIRED FOR ALL LANE, STREET, OR SIDEWALK CLOSURES *****

CLOSEST STREET ADDRESS _____

TWO CLOSEST INTERSECTIONS _____

WORK TYPE (CIRCLE) WATER/SEWER/GAS/ELECTRIC/DATA/OTHER (SPECIFY) _____

EMERGENCY (CIRCLE)? YES / NO IF YES, DATE(S) OF ACTUAL OPENING _____

WORK TYPE (CIRCLE) NEW/REPAIR/REPLACE SERVICE/MAIN/STRUCTURE/OTHER _____

	BONDED CONTRACTOR	STREET OPENING INFO	
NAME		LENGTH (FT)	
ADDRESS		WIDTH (FT)	
ADDRESS		TOTAL (LxW) (SF)	
PHONE		TOTAL/9 (SY)	
EMAIL		OR	
SITE CONTACT		PROJECT TOTAL (SY)	
EMERGENCY			

APPLICANT SIGNATURE

DATE

*** INSPECTION NOTES-- FOR CITY USE ONLY ***

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WORK ACCEPTED/PERMIT CLOSED:
INITIALED:
DATE

THE FOLLOWING GUIDELINES SHALL APPLY AT ALL TIMES.
FAILURE TO ADHERE TO ANY CONDITIONS OF THE PERMIT MAY RESULT IN PERMIT REVOCATION:

1. ALL WORK SHALL ADHERE TO CITY SPECIFICATIONS, INCLUDING BUT NOT LIMITED TO ITEMS REGARDING ADA, TRENCH DRAINS, TREE WELLS, STORMWATER, CONSTRUCTION DEBRIS, MAINTENANCE AND PROTECTION OF TRAFFIC, AND OTHER CONSTRUCTION AND USES OF THE RIGHT-OF-WAY. MATERIAL SUPPLIER TICKETS MUST BE PRODUCED UPON REQUEST. WEATHER REQUIREMENTS SHALL BE PER CITY OR PENNDOT 408
2. ALL PERMITTEES ARE RESPONSIBLE FOR CALLING PA ONE CALL PER PA ACT 287.
3. BUREAU OF ENGINEERING MAY, AT ITS DISCRETION, REQUIRE THE PERMITTEE TO PURCHASE ADDITIONAL INSPECTIONS RESULTING FROM FAILED INSPECTIONS, COLD WEATHER WORK, FAILURE TO NOTIFY THE BUREAU, EXCESS QUANTITIES, OR ANY REASON OUTSIDE OF THE CONTROL OF THE BUREAU OF ENGINEERING.
4. ANY WORK INSTALLED WITHOUT PROPER INSPECTIONS IS SUBJECT TO REMOVAL AND REPLACEMENT AT PERMITTEE'S EXPENSE. BLASTING IS STRICTLY PROHIBITED.
5. INSPECTIONS ARE REQUIRED, AND INCLUDED, AS FOLLOWS:
 - STONE AND SUBGRADE (FIRST INSPECTION)
 - FINAL COMPLETION INSPECTION (SECOND/FINAL INSPECTION)
 - ALL OTHER SITE VISITS REQUIRE ADDITIONAL INSPECTION FEES
6. PATA 128 APPLIES TO ALL SIDEWALK CLOSURES AND REQUIRES PEDESTRIAN DETOURS. SIGNAGE MUST BE PRESENTED IN ENGLISH AND SPANISH (4 SIGNS PER CLOSURE)
7. ANY ROAD RESTRICTION OR CLOSURE REQUIRES A TRAFFIC CONTROL PERMIT THIS IS A SEPARATE PERMIT FROM THE BUREAU AND WILL REQUIRE TRAFFIC CONTROL DIAGRAMS, SITE SKETCHES, ETC. THE CITY GENERALLY REQUIRES AND ADHERES TO PENNDOT PUBLICATION 213. THE CITY MAY REQUIRE MODIFIED OR ADDED TRAFFIC CONTROL PATTERNS OR SITE CONTROLS AT ITS DISCRETION AT ANY TIME BEFORE OR DURING WORK.
8. PERMITTEE IS RESPONSIBLE FOR ENSURING 48 HOURS IS PROVIDED FOR SCHEDULING OF ALL REQUIRED INSPECTIONS. FAILURE TO DO SO MAY RESULT IN REJECTION OF WORK.
9. PERMITTEE IS RESPONSIBLE FOR PARKING METER COSTS ASSOCIATED WITH ANY WORK WITHIN A METERED PARKING AREA MANAGED BY LANCASTER PARKING AUTHORITY.
10. CITY OF LANCASTER MAY REJECT STREET OPENING PERMITS ON ANY STREETS THAT HAVE BEEN RESURFACED WITHIN THE LAST 36 MONTHS.
11. UTILITY PERMITTEE HEREBY AGREES TO MAINTAIN TRENCHES IN PERPETUITY AND MAY BE REQUIRED TO RETURN TO THE SITE AND REWORK AT ANY TIME SO DIRECTED WITHIN 24 MONTHS. REGARDLESS OF STATUS OF PERMIT OR PRIOR ACCEPTANCE OF THE WORK COVERED UNDER THIS PERMIT, PERMITTEE IS RESPONSIBLE FOR RESTORATION WORK AND CONDITION OF THEIR FACILITIES IN PERPETUITY. FAILED TRENCHES SHALL BE ADDRESSED WITHIN 24 HOURS OF NOTIFICATION.
12. UTILITY ADJUSTMENTS SHALL BE MADE TO ENSURE A FLUSH CONDITION AND WILL REQUIRE REWORK IF NOT FLUSH. ALL VALVES, LIDS, MANHOLES, RINGS, COVERS, RISERS, OR OTHER PIECES OF THE WORK SHALL BE INSTALLED FLUSH OR WITHIN ONE-HALF INCH BELOW STREET GRADE TO PROVIDE SMOOTH TRAVEL CONDITION OF THE ROADWAY ABOVE UNDERGROUND FACILITIES. ALL PAVING RESTORATION SHALL BE FLUSH OR WITHIN ONE-THIRTYSECOND OF ONE INCH OF SURROUNDING ROAD.
13. SAWCUTTING TO NEAT LINES AND SEALING ALL VERTICAL AND HORIZONTAL EDGES IS REQUIRED ON ALL STREET CUTS PER CITY SPECS AND PENNDOT 408.
14. TEMPORARY PAVEMENT IS TO BE MARKED WITH PAINT TO IDENTIFY THE COMPANY AND THE DATE THE PAVEMENT WAS PATCHED (MONTH-YEAR). UPON COMPLETION OF FINAL PAVEMENT RESTORATION, THE RESTORATION IS TO BE MARKED WITH PAINT TO IDENTIFY THE COMPANY WHO DID THE RESTORATION AND DATE THE PAVEMENT WAS RESTORED (MONTH- YEAR).