
HOPEWELL TOWNSHIP, CUMBERLAND COUNTY

415 Three Square Hollow Road, Newburg, PA 17240-9333

PHONE (717) 423-6582

FAX (717) 423-6019

E-MAIL hopewelltownship@pa.net

DRIVEWAY PERMIT APPLICATION

For a **NEW** Driveway OR to **IMPROVE** existing Driveway

Name(s) of Landowner _____ Phone# _____

Address of Landowner _____

Address of Site Location _____

Parcel # of site _____

Describe Work to be Performed: _____

Approximate date when work will be started _____.

Approximate date when work will be completed _____.

***Provide a sketch showing location and details of proposed work. Use reverse side of this page.**

General Data Applicable to this Application (to be completed by Township)

The road surface is improved to a width of _____ feet. Distance from center of line to roadway to gutter or ditch _____ feet. Distance from center line of road to Right-of-Way line _____ feet. Speed limit _____. Sight distances _____.

Landowner's Signature _____ Date

APPROVED or DENIED

Zoning/ Permits Officer Date

Amount Paid \$ _____

Check # _____ Cash _____ Date Application Received _____

Permit# _____

HOPEWELL TOWNSHIP ORDINANCE NO. 2013-01

**AN ORDINANCE OF HOPEWELL TOWNSHIP, CUMBERLAND COUNTY,
PENNSYLVANIA, PROVIDING FOR
AMENDMENT OF HOPEWELL TOWNSHIP
DRIVEWAY AND HIGHWAY OCCUPANCY PERMIT
ORDINANCE NO. 97-1**

WHEREAS, the Board of Supervisors of Hopewell Township deems it in the best interests of the citizens of Hopewell Township for their general health, welfare and safety to amend Section 4 of the Hopewell Township Driveway and Highway Occupancy Permit Ordinance No. 1997-1; and

WHEREAS, the Board of Supervisors of Hopewell Township acknowledge that highway occupancy permit regulations and Manuals published by the Pennsylvania Department of Transportation setting forth the tables for sight distances and form adopted for application for driveway and highway occupancy permits are revised from time to time for the protection of, and service to, residents and their property; and

WHEREAS, the Board of Supervisors have determined that the Hopewell Township Driveway and Highway Occupancy Permit Ordinance No. 97-1 should be amended to uniform with the Pennsylvania Department of Transportation Publication 170, Highway Occupancy Permit (HOP) Manual, revised 05-12, or subsequently revised, modified, amended or re-enacted from time to time.

NOW THEREFORE, BE IT ENACTED AND ORDAINED by the Board of Supervisors of Hopewell Township, Cumberland County, Pennsylvania, and it is hereby enacted and ordained as follows:

SECTION 1. Section 4 of the Hopewell Township Driveway and Highway Occupancy Permit Ordinance 97-1, is modified to eliminate the sentence: "Those distances shall be observed as set forth below:" and eliminating all of "Table 1" as set forth in Ordinance 97-1.

SECTION 2. Section 4 of the Hopewell Township Driveway and Highway Occupancy Permit Ordinance 97-1 is amended to add the following language immediately following, "Minimum site distances required for approval of an application shall be in compliance with the Pennsylvania Department of Transportation regulations." :

The regulations and form of application for driveway permits as set forth in the Pennsylvania Department of Transportation Publication 170, Highway Occupancy Permit (HOP) Manual, revised 05-12, or subsequently revised, modified, amended or re-enacted from time to time and being the most recent version existing on the date of the filing of the application received by the Township or its designated representative. The form adopted and the tables for sight distance in effect as of the date of the adoption of this Amendment is set forth as PennDOT M950-S.

SECTION 3. This ordinance shall become effective 5 days after enactment.

**HOPEWELL TOWNSHIP DRIVEWAY
AND HIGHWAY OCCUPANCY PERMIT
ORDINANCE**

ORDINANCE NO. 97 - 1

WHEREAS, Hopewell Township, Cumberland County, deems it necessary and proper for maintenance and control of the public road system to regulate the connection, design and construction of driveways to all public roads, now therefore, be it enacted and ordained by the Board of Supervisors of Hopewell Township as follows:

SECTION 1: No owner, contractor, subdivider, or developer, shall hereafter initiate, install or allow to be performed any work toward the installation or improvement to an impervious surface of a driveway without first obtaining a permit from the Hopewell Township Board of Supervisors.

SECTION 2: Any owner, contractor, subdivider, or developer shall prior to obtaining a driveway permit, file an application with the Board of Supervisors on a form to be furnished by the supervisors showing the location of the driveway to the premises served and designating the course, grade structure, materials and drainage facilities, if any, called for in construction of the proposed driveway.

SECTION 3: The application shall be accompanied by such fees as the Board of Supervisors shall prescribe from time to time which fees shall not exceed the approximate reasonable cost of processing and reviewing the application and inspecting the work performed on the driveway.

SECTION 4: The application shall be reviewed by the Township Supervisors or agent, official or representative. The Township Supervisors may consult with the Township Engineer or any other

persons authorized by the Board of Supervisors who shall determine that the proposed method of construction or improvement of the driveway will.

- a. Eliminate the hazardous effects of stormwater run-off,
- b. Protect the public road from damage by the connection of the driveway,
- c. Not increase hazardous driving conditions for the users of the public road, and
- d. Comply with driveway, design requirements promulgated by the Township and the Pennsylvania Department of Transportation, which are in effect as of the date the application is filed and which regulations of Hopewell Township and the Pennsylvania Department of Transportation are incorporated herein by reference. When the driveway fronts on a state controlled road the first twenty feet of the driveway will be controlled by Pennsylvania Department of Transportation regulations or Hopewell Township regulations, whichever are more strict. The balance of the driveway will be required to meet Hopewell Township regulations. If the Township Supervisors, or Township Engineer deem it necessary, a grading plan will be required, a soil and erosion control plan will be required, and a storm water management plan will be required.

Driveway culverts are prohibited within the Township road right-of-way unless specifically approved by the Board of Supervisors.

The design of the driveway will meet a minimum width of sixteen (16') feet for the first twenty (20') feet from the edge of the existing road and the balance shall be at least ten (10') feet in width for private driveways and twenty-two (22') feet in width for commercial driveways. All driveways must be constructed with six (6") inches of compacted shale base and four (4") inches of aggregate or other Pennsylvania Department of Transportation approved material only.

SECTION 5: The Board of Supervisors shall not issue a driveway permit to any person engaged in earth moving activities requiring a Department of Environmental Protection (DEP) permit until the Department has issued a permit or plans are completed in accordance with all applicable Department of Environmental Protection rules and regulations.

SECTION 6: No driveway permit shall be issued unless it is shown that no changes shall be made in the contour of the land and that no grading, excavating, removal or destruction of the topsoil, trees or other vegetative cover of the land shall be commenced until such time that a plan for erosion and sedimentation control has been presented and reviewed by the Board of Supervisors and any other persons which it authorizes to review such plans.

SECTION 7: REPEALER. Any resolution, ordinance, or part of any resolution or ordinance inconsistent herewith or any amendments thereto are repealed to the extent that they are inconsistent with this ordinance.

SECTION 8: ADMINISTRATION AND ENFORCEMENT. Proper erosion and sedimentation control shall be maintained by all landowners in the Township. If a landowner fails to properly maintain erosion and sedimentation controls which results in the hazardous driving conditions for the users of the public road or which causes hazardous effects from stormwater run-off, then the landowner shall be responsible for correcting such violations. If the landowner fails to correct such violations, the Supervisors shall notify the landowner of such violation in writing setting forth the violation and granting the landowner Fifteen (15) days to correct the violation. If the landowner fails to correct the violation, the Supervisors shall correct the violation and charge the landowner for all such costs.

In addition to any other remedies provided herein, the Board of Supervisors of Hopewell Township may institute and maintain appropriate actions at law or in equity to restrain, correct or abate violations, to prevent unlawful construction, and to recover damages and to prevent illegal building of driveways.

Any person who shall violate any provision of this Ordinance shall, upon conviction thereof, be sentenced to pay a civil penalty of not more than Six Hundred (\$600.00) Dollars plus costs of suit and reasonable attorney fees, which penalties and costs may be collected by summary proceeding brought in the name of the Township before any district justice.

Duly enacted and ordained this 21st day of July, 1997, by the Board of Supervisors of Hopewell Township.

ATTEST:

Shirley C. Oyster
Township Secretary

Hopewell Township Board of Supervisors

By: *Harold E. Benson*

Martin D. Hoover

Laura A. Hoover

DRIVEWAY SIGHT DISTANCE MEASUREMENTS

(FOR LOCAL ROADS, USE PENNDOT PUB 70)

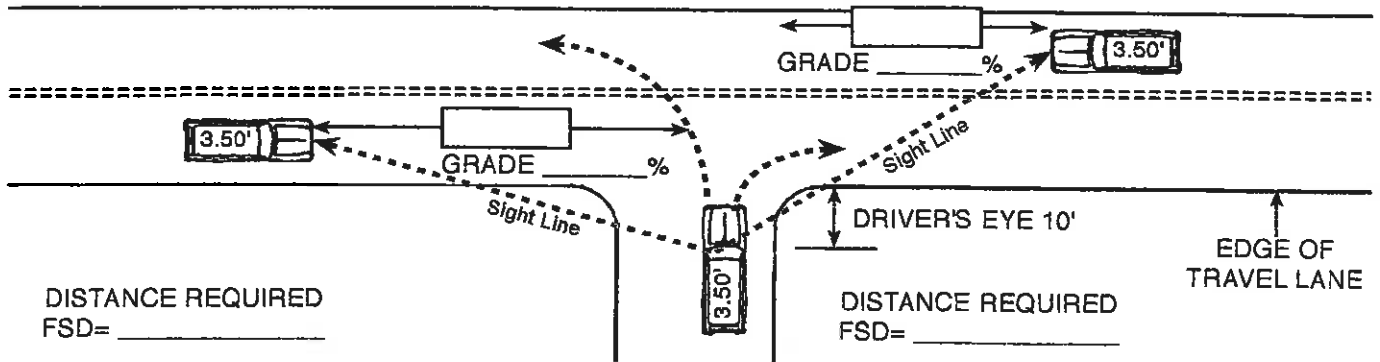
APPLICANT _____ APPLICATION NO. _____

S.R. _____ SEG. _____ OFFSET _____ LEGAL SPEED LIMIT _____

MEASURED BY _____ DATE _____

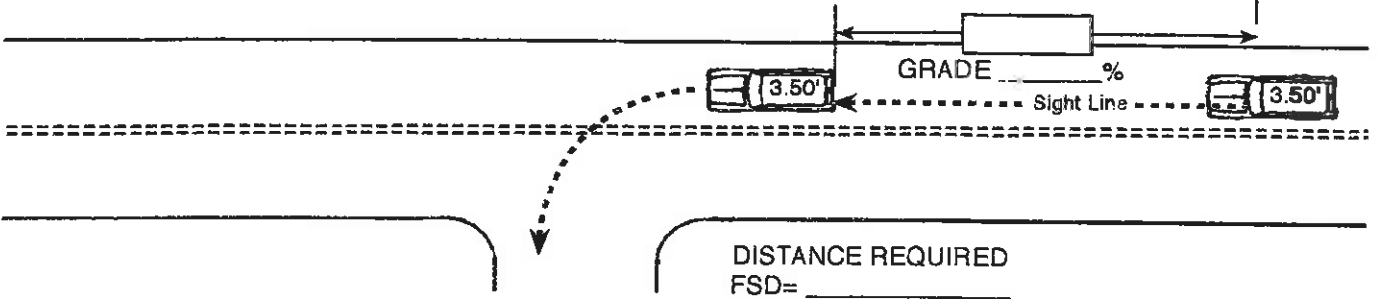
FOR DEPARTMENT USE ONLY: Safe-Running Speed _____ 85th Percentile Speed _____

A



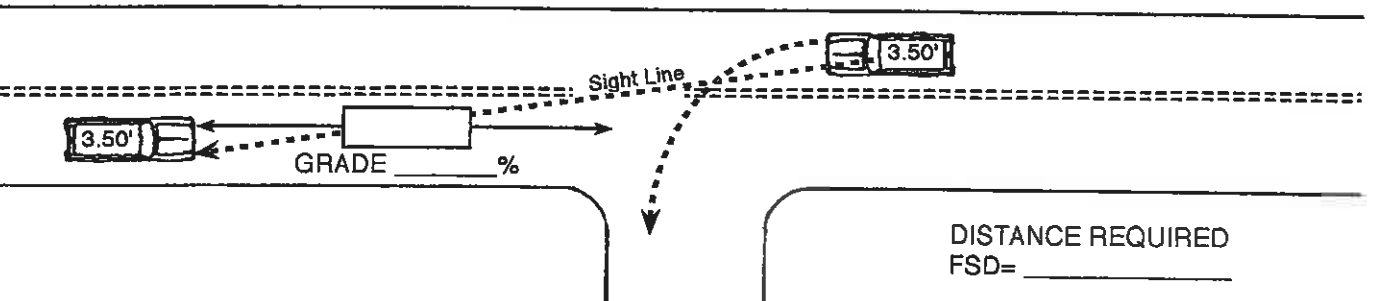
THE MAXIMUM LENGTH OF ROADWAY ALONG WHICH A DRIVER AT A DRIVEWAY LOCATION CAN CONTINUOUSLY SEE ANOTHER VEHICLE APPROACHING ON THE ROADWAY.

B



THE MAXIMUM LENGTH OF ROADWAY ALONG WHICH A DRIVER ON THE ROADWAY CAN CONTINUOUSLY SEE THE REAR OF A VEHICLE WHICH IS LOCATED IN THE DRIVER'S TRAVEL LANE AND WHICH IS POSITIONED TO MAKE A LEFT TURN INTO A DRIVEWAY.

C



THE MAXIMUM LENGTH OF ROADWAY ALONG WHICH A DRIVER OF A VEHICLE INTENDING TO MAKE A LEFT TURN INTO A DRIVEWAY CAN CONTINUOUSLY SEE A VEHICLE APPROACHING FROM THE OPPOSITE DIRECTION.

FORMULA SIGHT DISTANCE TABLE

Speed (V) (Miles Per Hour)	Average Grade (G) (Percent)										
	Use plus grades when approaching vehicle is travelling upgrade.										
	0.0	+1.0	+2.0	+3.0	+4.0	+5.0	+6.0	+7.0	+8.0	+9.0	+10.0
25	147	145	144	143	142	140	139	138	137	136	135
30	196	194	191	189	187	185	183	182	180	178	177
35	249	245	242	239	236	233	231	228	226	224	221
40	314	309	304	299	295	291	287	284	280	277	274
45	383	376	370	364	358	353	348	343	339	334	330
50	462	453	444	436	429	422	415	409	403	397	392
55	538	527	517	508	499	490	482	475	468	461	454
	Use negative grades when approaching vehicle is travelling downgrade.										
	0.0	-1.0	-2.0	-3.0	-4.0	-5.0	-6.0	-7.0	-8.0	-9.0	-10.0
25	147	148	150	151	153	155	157	159	161	164	166
30	196	199	201	204	207	210	214	217	221	226	230
35	249	252	256	260	265	269	275	280	286	292	299
40	314	319	325	331	338	345	352	360	369	379	389
45	383	390	398	406	415	425	435	447	459	472	487
50	462	471	481	492	504	517	531	546	563	581	600
55	538	550	562	576	590	606	622	641	661	682	706