

TOWNSHIP OF CONCORD

DELAWARE COUNTY
689 SMITHBRIDGE RD., GLEN MILLS, PA 19342



BOARD OF SUPERVISORS

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MEETING NIGHT - 1st TUESDAY

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TOWNSHIP MANAGER

HUGH A. DONAGHUE
TOWNSHIP SOLICITOR

CONCORD TOWNSHIP ROAD OPENING PERMITS APPLICATION STANDARDS AND MINIMUM REQUIRED CONSTRUCTION PRACTICES

GENERAL

A Road Occupancy Permit (ROP) is required for all work within the right-of-way of any and all roads within Concord Township, where such work involves the following:

- Construction or alteration of a road or driveway
- Installation or replacement of utilities or other structures
- Alteration or adjustment of roadway slope
- Opening of the road or shoulder surface

APPLICATIONS

Applications for roads, driveways or other structures or facilities shall be submitted in the name of the property owner(s). Utility installation or replacement permits shall be submitted in the name of the owner or operator of the facility. Applications shall include, at a minimum, the following:

- A completed application form, including the signature of the owner or operator.
- Three copies of all necessary plans, details and/or documents.
- An accurate, detailed description of the work to be performed, the time frame for completion and the types of materials to be used.
- The required fee as set forth in Concord Township Ordinance 44-2000, "Schedule of Fees for Township Road Opening Permits".
- Road Opening Standards initialed and returned to the Township.

CONSTRUCTION STANDARDS AND PRACTICES

No construction shall commence until the applicant has reviewed an approved Road Opening Permit. Any construction performed within the road right-of-way prior to issuance of a Permit shall be subject to removal, at the discretion of the Township. Further, such non-permitted activities shall be subject to the issuance of fines and/or penalties in the form of non-traffic citations.

The following minimum standards shall be followed for all construction activity under a Road Opening Permit:

Applicants Initials: _____

1. All construction must be performed by a contractor currently registered in Concord Township. Please contact the Concord Township Codes Department for registration information and procedures.
2. Concord Township or its designated representative, as noted on the approved permit, shall be notified at least 48 hours prior to construction. Failure to comply with this provision may require the removal and re-installation of any work completed without inspection.
3. Prior to commencing construction, all required traffic controls shall be implemented in accordance with PennDOT Standards, Publications 203 and 234, latest editions. Traffic controls shall be maintained for the full duration of the work. During non-work hours, all cones, barrels, barricades, etc. shall be placed to properly protect the public from the work zone but in no case shall any controls impede the flow of traffic in the travel lanes without the prior, written approval of the Township.
4. In the event that the proposed work requires closure of any road, the application shall include a detour plan indicating the proposed route and appropriate signage.
5. During construction, all open travel lanes shall be maintained in a mud and debris free condition. Road plates shall be used as needed to ensure the free and uninterrupted flow of traffic and to provide ingress and egress for driveways.
6. Applicant shall include all trench and pavement restoration details with the application. All trench backfill, both within and outside the pavement, shall be suitable native or imported material, placed in maximum 8" lifts and properly compacted. The Township shall determine if the native material is suitable for backfill. In the event that the excavated material is deemed unsuitable for use, trenches shall be backfilled with 2A modified or 2RC select material. Compaction equipment shall include vibratory trench rollers, upright tampers and the like. Under no circumstances shall truck or equipment tires, backhoe or excavator buckets, mounding or flooding be deemed acceptable compaction methods.
7. Pavement and/or shoulder restoration details shall be included with the application. The Township standard for paving restoration is generally 6" of compacted 2A modified, 4" BCBC, 2" ID2 binder course and 1 1/2" ID2 wearing course. The binder and wearing courses shall include a 1 foot cutback beyond the edge of the installed base course. Deviations from this standard will be considered, subject to the review and approval of the Township. In some cases, determined by the width and location of the proposed trench, full or partial lane overlays will be required.
8. Temporary trench patching, using cold patch, will be permitted on a short-term basis only and must be approved by the Township. In no case shall a temporary trench patch remain in place for longer than 3 months. When temporary patching is approved for use, the trench surface shall be smooth and level allowing for a passable condition for vehicles.

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9. In the event a trench or paving restoration fails or impedes the smooth, safe flow of traffic, the Permittee shall be notified that a repair is required. The Permittee is responsible for immediately rectifying any such condition in a timely fashion. In the event of an emergency or non-compliance by the Permittee, the Township will affect the repair and invoice the Permittee accordingly.
10. Lawn area restoration shall be completed within 10 business days following completion of construction and shall return all disturbed areas to at least the pre-construction condition. At a minimum, lawn restoration shall include fine grading, seeding and mulching of all disturbed areas. Topsoil lost during construction shall be replaced to a minimum depth of 4".
11. Permittee shall be responsible for all installation and restoration work for a period of 2 years from the date of final inspection.
12. In no case shall the construction alter the existing drainage pattern, impede the flow of surface water or direct additional drainage flow into the road right-of-way.
13. In case of a new road or driveway, the Permittee shall be responsible for removing any and all obstructions, including embankments, brush, trees, etc. to provide the required sight distance.
14. Permits will be valid for the period noted on the approval but in no case for longer than 6 months. Should the work not be completed within the specified time frame, the Permittee shall apply for a permit extension and pay the requisite fee.
15. Applicants are strongly advised to document the condition of the existing road, with either photographs or video, before beginning work. Any damage, i.e. depressions from outriggers, bucket scrapes, etc., evident during inspections or after completion of the work shall be the responsibility of the Permittee.

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