

DRIVEWAY OCCUPANCY PERMIT APPLICATION
WINDSOR TOWNSHIP, BERKS COUNTY, PENNSYLVANIA

GENERAL INFORMATION

Location (Twp. Rt. No. or Road Name) _____

Approximate Dates: Work To Be Started: _____ To Be Completed: _____

Type of Driveway Proposed: () Residential, () Commercial, () Industrial

Driveway Surface (First 20 ft. must be paved). Balance of Driveway: () Paved, () Stoned

Driveway Paving Specifications _____

Proposed Driveway Stormwater Control: () Swale, () Pipe (min. 15 inch diameter)

Stormwater Calculations Attached: () Yes () No

NOTE:

1. All work shall be in accordance with the Windsor Township Driveway Ordinance as amended (copy attached).
2. The prescribed permit fee (s) shall accompany the application and sketch. The fee shall be paid by check or money order, and shall be made payable to Windsor Township Supervisors.
3. All work shall be completed within a maximum of one (1) year from issuance date on the driveway permit and permit will be voided unless extended by written request.

FEE: Amount attached: \$ _____

Check No. _____

The undersigned, by applying for this permit under the Windsor Township Driveway Ordinance agrees by making said application to indemnify and save the Township and its agents, servants, employees and/or contractors harmless from and against all liabilities of whatever nature arising during the performance of the work or as a result of the work for which a permit is granted, whether or not the liability arises as a result of the negligence of the person, firm, corporation or other entity to whom the permit was issued.

Name of Applicant

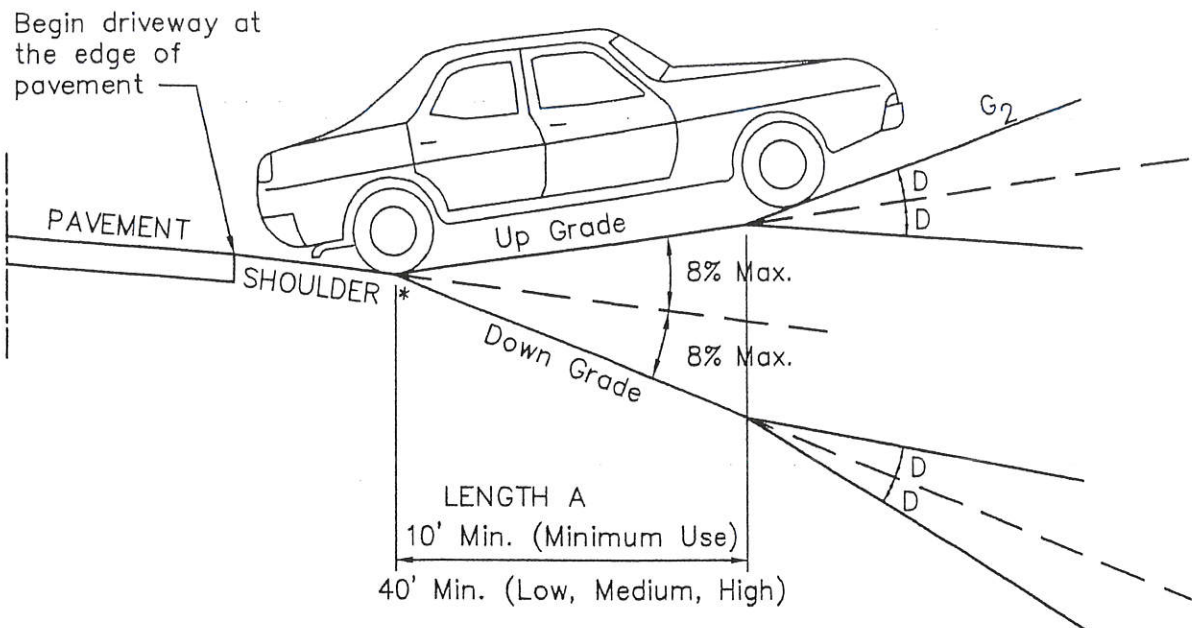
Owner Name (if different from applicant)

Applicant Signature

Owner Signature

Date

Date



* A swale shall be maintained at the edge of road shoulder along the front of the driveway. Stormwater run-off from the driveway shall not be allowed to enter onto the roadway.

If there is an existing road shoulder swale the driveway swale shall match or be lower than the existing road shoulder, in no case shall the driveway swale be higher than the road shoulder swale.

The shoulder slope usually varies from $\frac{1}{2}$ "/ft. (4%) to $\frac{3}{4}$ "/ft. (6%). However, the shoulder slope should be maintained when constructing the driveway.

For grade changes greater than those shown in Figure 1, vertical curves at least 10 feet long shall be constructed and length "A" shall be increased.

Grades (G) shall be limited to 15% for minimum use driveways and from five percent to eight percent for low, medium or high volume driveways within the right-of-way.

	Maximum Grade Change (D)	
	Desirable	Maximum
High Volume Driveway	0%	±3%
Medium Volume Driveway	±3%	±5%
Low Volume Driveway	±5%	Controlled by Vehicle Clearance

Figure 1



Systems Design Engineering, Inc.

Engineers · Surveyors · Planners · Construction Managers
 1032 James Dr. Boyertown, PA
 Leesport, PA 19533 610-369-1319
 Phone: 610-916-8500
 Fax: 610-916-8501
 E-mail: sde@sdei.net

TYPICAL DRIVEWAY DETAIL

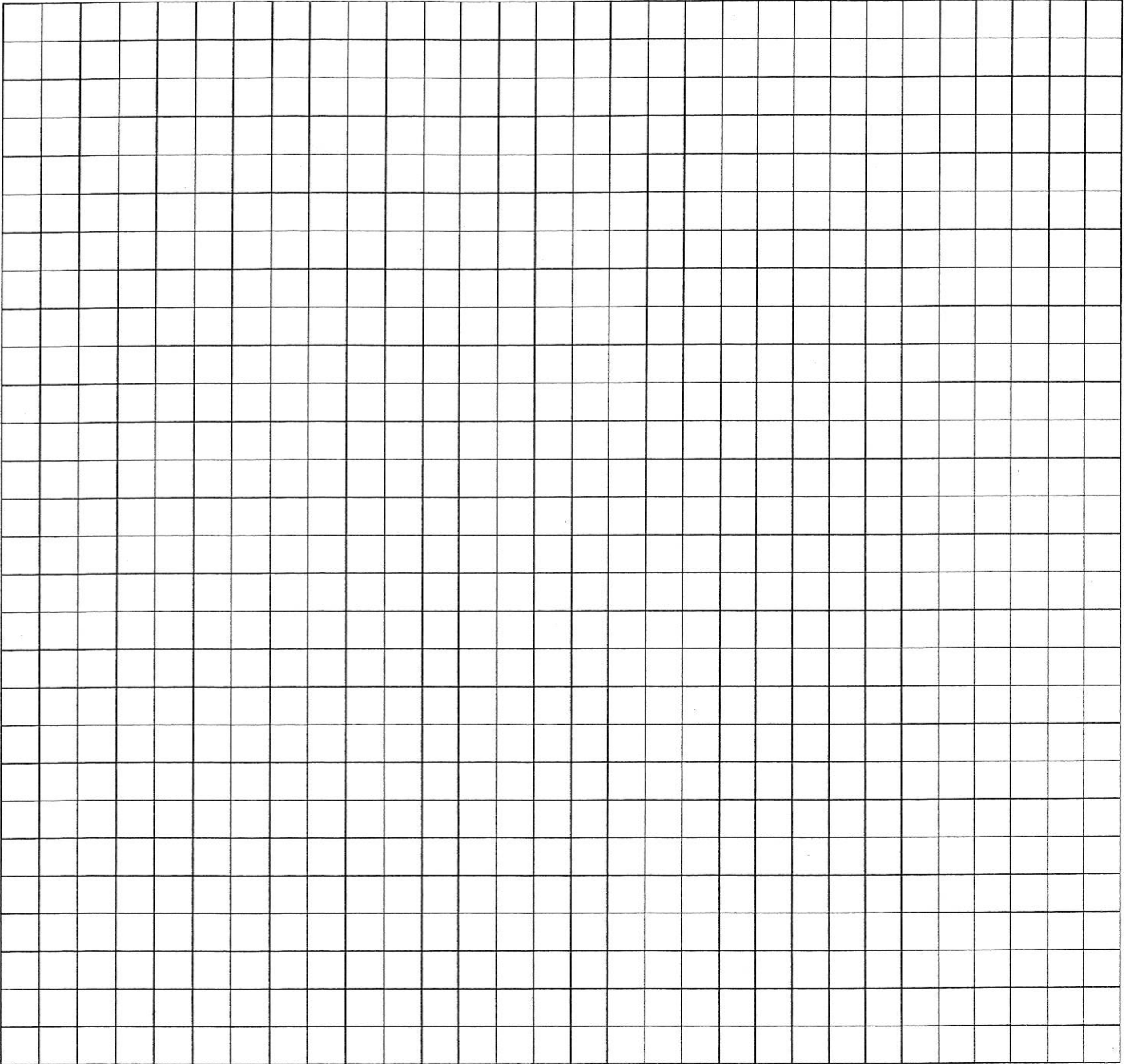
CADD FILE NAME
Douglass details driveway detail.dwg

Date: 11/17/11

NAME: _____

LOCATION: _____

PLOT PLAN / SKETCH PLAN AREA



The Plot Plan must show size and location of all structures and wells on the property and the distance to property lines (hand drawn is acceptable)

Is your drawing to scale Y / N? If yes, what is the scale? _____