



HUNTINGTON TOWNSHIP

P.O. BOX 247

YORK SPRINGS, PA. 17372

Phone: 717-528-4027

Email: huntington@pa.net

DRIVEWAY PERMIT

DATE: _____

PERMIT NO. _____

NAME (APPLICANT): _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

DO YOU OWN OR LEASE THE PROPERTY? _____

IF APPLICANT IS NOT THE PROPERTY OWNER:

NAME (OWNER): _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

TAX MAP PARCEL NO: _____

PROPERTY LOCATION: _____

LOT SIZE: _____ ACRES DEED REFERENCE BOOK: _____ PAGE: _____

PROPERTY ZONE: AC RA RS CI FP (CIRCLE ONE)

NAME (CONTRACTOR): _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

CURRENT USE OF THE PROPERTY: _____

PROPOSED USE OF THE PROPERTY: _____

IS THIS USE PERMITTED IN THIS ZONE? ☐ YES ☐ NO

IS PROPOSED DRIVEWAY LOCATED ON A STATE ROAD? ☐ YES ☐ NO

IF YES, A PENNDOT DRIVEWAY PERMIT IS REQUIRED.

IS NEW CONSTRUCTION PROPOSED? ☐ YES ☐ NO

IF YES, A BUILDING PERMIT IS REQUIRED.

IF YES, CHECK STORMWATER MANAGEMENT ORDINANCE SECTION 302.A.

DOES THE PROJECT MEET THE CRITERIA FOR A SWM EXEMPTION? ☐ YES ☐ NO

IF NO, STORMWATER MANAGEMENT IS REQUIRED.

IS GRADING PROPOSED? ☐ YES ☐ NO

☐ LARGER THAN 5,000 SF -> TOWNSHIP GRADING PERMIT REQUIRED

☐ LARGER THAN 0.98 ACRES -> CONTACT ADAMS COUNTY CONSERVATION
DISTRICT

☐ SUBMIT DRAWINGS. DRIVEWAY DESIGN SHALL MEET REQUIREMENTS OF PA
CODE TITLE 67 CHAPTER 441 ACCESS TO AND OCCUPANCY OF HIGHWAYS BY
DRIVEWAYS AND LOCAL ROADS.

APPLICANT SIGNATURE _____ **DATE** _____

YOU ARE REQUIRED TO NOTIFY THE TOWNSHIP WHEN DRIVEWAY
CONSTRUCTION IS COMPLETE. DRIVEWAY CONSTRUCTION MUST MEET
APPROVED DESIGN.

DO NOT WRITE BELOW THIS LINE, OFFICE USE ONLY

DRIVEWAY PERMIT APPLICATION FEE \$250.00 ☐ PAID CHECK # _____

DRIVEWAY SECURITY DEPOSIT \$1,000.00 ☐ PAID CHECK # _____

DRIVEWAY SECURITY DEPOSIT RETURNED ☐ CHECK # _____

☐ YES ☐ NO DESIGN MEETS CHAPTER 441

PERMIT APPROVED ☐

PERMIT DENIED ☐

SCOTT LONGSTRETH, PE
ZONING OFFICER

DATE
THIS PERMIT IS VALID FOR ONE YEAR



APPLICATION FOR MINIMUM USE DRIVEWAY

A Minimum Use Driveway Is A Residential Or Other Driveway

Which Is Expected To Be Used By Not More Than 25 Vehicles Per Day (i.e. 50 A.D.T.)

SEE PUBLICATION 312 GUIDE

FOR DEPT. USE

APPL. NO.

APPLICANT/PROPERTY OWNER		
ADDRESS		
POST OFFICE	ZIP CODE	FEE
PHONE	EMAIL*	CHECK NO.
☐ CHECK THIS BOX IF PAYING BY CREDIT CARD. A valid email address is required. Applicant will receive an invoice by email for payment by credit card prior to issuance of the Permit.		

LOCATION OF PROPOSED DRIVEWAY

County _____

Municipality _____

Route No. _____

Name of Nearest Intersection _____

Distance to Nearest Intersection in Feet _____

*If a valid email address is provided, the driveway permit will be sent via email; otherwise it will be sent via standard US mail.

APPLICATION IS MADE TO

☐ CONSTRUCT A NEW DRIVEWAY ☐ ALTER AN EXISTING DRIVEWAY

DATE WORK SCHEDULED TO BEGIN _____

DATE WORK SCHEDULED TO BE COMPLETED _____

SHOW NORTH

POSTED SPEED LIMIT MPH

CENTER LINE

EDGE OF PAVEMENT

ROADWAY SIGHT DISTANCE

AREA TO BE CLEAR OF VIEW OBSTRUCTIONS

DRIVEWAY RADIUS

EDGE OF TRAVEL LANE — RADIUS (R) OF BOTH DRIVEWAY CURVES MUST BE AT LEAST FIVE FEET FOR CARS

FOR DEPARTMENT USE ONLY

Application Received _____

By _____

Date _____

Notes: _____

FOR DEPARTMENT USE ONLY

Site Reviewed On _____

Comments _____

ROADWAY

SHOULDER

(Fill in appropriate line)

(Fill in appropriate slope)

Description _____

S.R. _____

Segment _____

Offset _____

Field Viewed By _____

SIGNATURE

DATE

Is any portion of the property reserved for a person with a disability or a severely disabled veteran?

☐ YES ☐ NO

Under and subject to all the conditions, restrictions and regulations prescribed by the Pennsylvania Department of Transportation and on the issued Permit, Form M-945P.

The applicant certifies that all statements contained herein are true and correct.

By **X** _____

SIGNATURE(S)

DATE

Visit our website at: www.penndot.pa.gov

HUNTINGTON TOWNSHIP DRIVEWAY PERMIT REQUIREMENTS

SALDO 22-603(4) DRIVEWAY ENTRANCES. Driveway entrances or aprons within the street right-of-way shall have an all-weather surface (paved) to their full width and in no case shall be less than 12 feet wide for residential developments and 24 feet wide for commercial or industrial developments. In no case shall the driveway entrance be more than two feet wider than the driveway. The type of surface shall be either plain cement concrete (minimum depth of four inches) or the same depth of bituminous pavement as the adjacent street. Where sidewalks are installed, the required driveway surfacing shall end at the street side of the sidewalk.

- A. Where proposed driveways provide access onto a state highway (Pennsylvania route or United States route) the design of such driveway access and drainage shall be prepared in accordance with the PennDOT standards and shall be subject to the approval and issuance of permits by the Department. A note shall be placed on the plan, "that a highway occupancy permit is required pursuant to Section 420 of the State Highway Law before driveway access to a state highway is permitted." The Board of Supervisors may issue a final plat approval if a permit has been secured or the notice of requirement for such a permit is placed on the plan. No building permit will be issued for affected lots until such a highway occupancy permit has been secured.
- B. The curb height at driveway entrances shall be reduced to 1 1/2 inches for driveway entrances along streets. The minimum width of reduced curb height shall be 12 feet and the maximum width of reduced curb height shall be 20 feet for residential driveways; and nonresidential driveways shall have a minimum width of 24 feet and a maximum as per PennDOT specifications. Sidewalks across driveway entrances, where required, shall be constructed in accordance with the requirements in § 607.

ZO 27-1010 DRIVEWAYS AND ACCESS

- 1. Every building hereafter erected or moved shall be on a lot adjacent to a public road or with access to a public road. It is the purpose of the following regulations to maintain that all structures be located on lots so as to provide safe and convenient access for servicing, fire protection and required off-street parking.
- 2. Driveway Requirements for a Single-Family Dwelling.
 - A. Number Per Lot. The number of access drives intersecting a street shall not exceed two per lot frontage; provided, however, that a lot used for a public school may have one additional access drive per lot frontage.
 - B. Driveway Intersection Separation Distances. Driveways shall not intersect a street within 30 feet of the right-of-way lines of any abutting street, nor within 10 feet of a fire hydrant or adjoining lot lines.
 - C. Clear Sight Triangle. Driveways shall be located and constructed so that a clear sight triangle of 75 feet measured along the street center line and 25 feet along the driveway center line, measured from the street right-of-way, is maintained. No

permanent obstructions more than two feet in height shall exist or be placed within this area.

- D. Slope. A driveway shall not exceed a slope of 5% within 25 feet of the street right-of-way line. Where a drive enters a bank through a cut, unless a retaining wall is used, the shoulders of the cut may not exceed 50% in slope within 25 feet of the point at which the driveway intersects the street right-of-way. The height of the bank must not exceed two feet within 10 feet of the street.
- E. For corner lots, driveway access shall be provided to the street with lesser traffic or considered as the more minor street.
- F. Driveway Width. No driveway shall result in a curb cut which exceeds a width of 12 feet. Where curbing is not required, the width shall not exceed 20 feet.
- G. PennDOT Permit. Any driveway intersecting a State owned road shall require the acquisition of a highway occupancy permit from the Pennsylvania Department of Transportation.

ZO 27-1033. VISION OBSTRUCTION: Driveways and access drives. On any lot, nothing shall be erected, placed, planted or allowed to grow in such a manner as to impede vision, between a height of 2 1/2 feet and 10 feet, at all driveways and/or access drives within the "clear sight triangle" area as defined in the Township Subdivision and Land Development Ordinance.

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION REQUIREMENTS
PA CODE CHAPTER 441

§ 441.7. General driveway requirements.

- (a) *General rule.* Driveways shall be located, designed, constructed and maintained in such a manner as not to interfere or be inconsistent with the design, maintenance and drainage of the highway.
- (b) *General location restrictions.* Access driveways shall be permitted at locations in which:
- (1) Sight distance is adequate to safely allow each permitted movement to be made into or out of the access driveway.
 - (2) The free movement of normal highway traffic is not impaired.
 - (3) The driveway will not create a hazard.
 - (4) The driveway will not create an area of undue traffic congestion on the highway.

§ 441.8 (i) Grade of access driveway. Grade of access driveway shall be constructed in the following manner:

- (1) All driveways shall be constructed so as not to impair drainage within the right-of-way, alter the stability of the improved area, or change the drainage of adjacent areas.
- (2) Where a drainage ditch or swale exists, the permittee shall install adequate pipe under the driveway in accordance with (township requirements.) Drainage pipe installed under driveways shall be at least 15 inches in diameter.
- (3) The side slopes for driveway embankments within the right-of-way shall not be steeper than ten to one.
- (4) Grade requirements in uncurbed shoulders within the right-of-way shall conform to Figure 1.

§ 441.8 (h) Sight distance. Conditions for sight distance shall be as follows:

- (1) Access driveways shall be located at a point within the property frontage limits which provides at least the minimum sight distance listed in the appropriate following table:

Table 1—Safe Sight Distance for (residential driveways)

Posted Speed (mph)	Safe Sight Distance—Left ¹ (feet)	Safe Sight Distance—Right ¹ (feet)
25	250	195
35	440	350
45	635	570
55	845	875

¹ Measured from a vehicle ten feet back of the pavement edge.

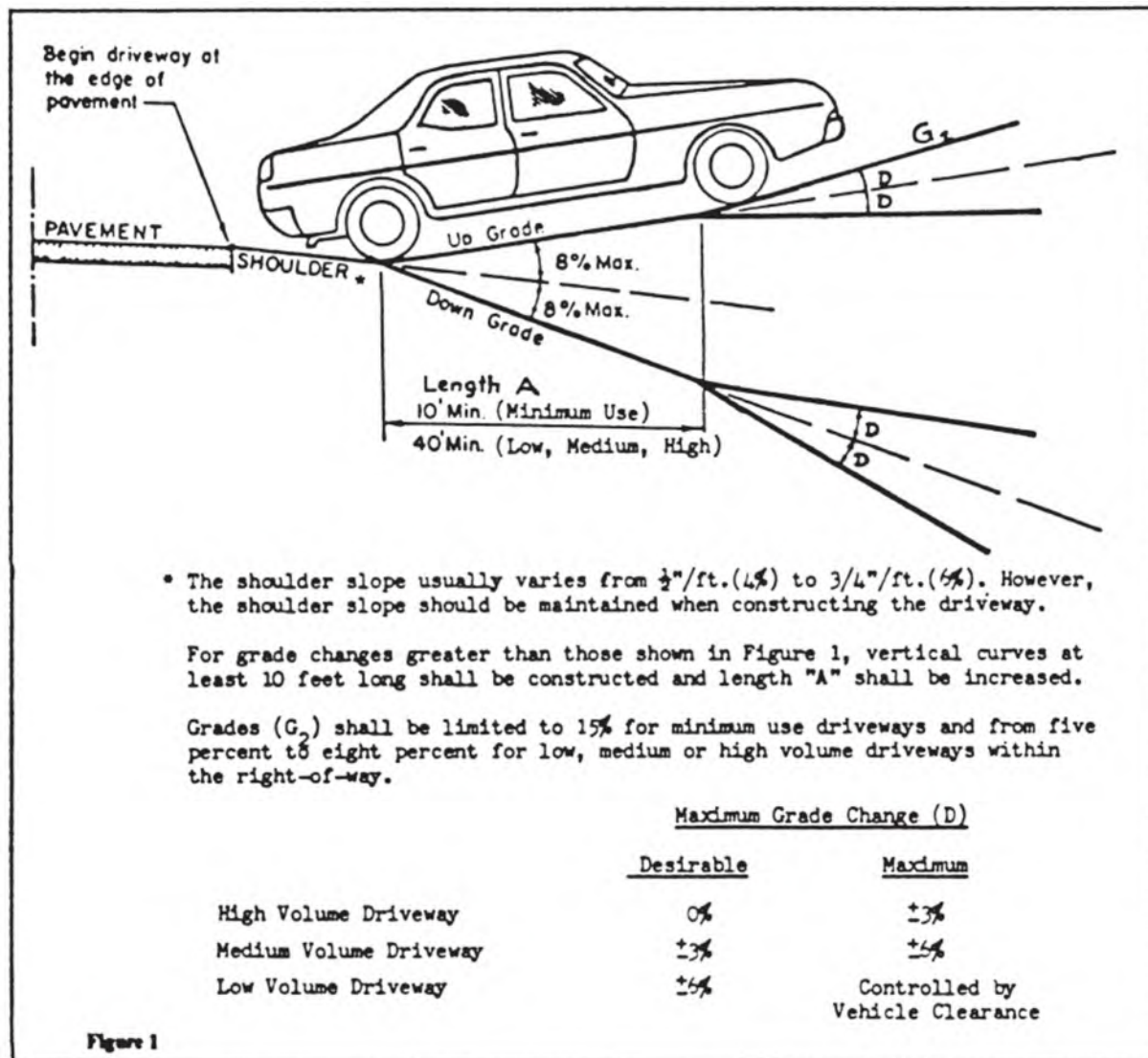
(2) (iii) The sight distances in Table 1 applies only when highway grades are zero to 3.0%, either up or down.

(A) When the highway grade in the section to be used for acceleration, after leaving the driveway, ascends at 3.0—5.0%, the sight distance in the direction of approaching ascending traffic may be increased by a factor of 1.4.

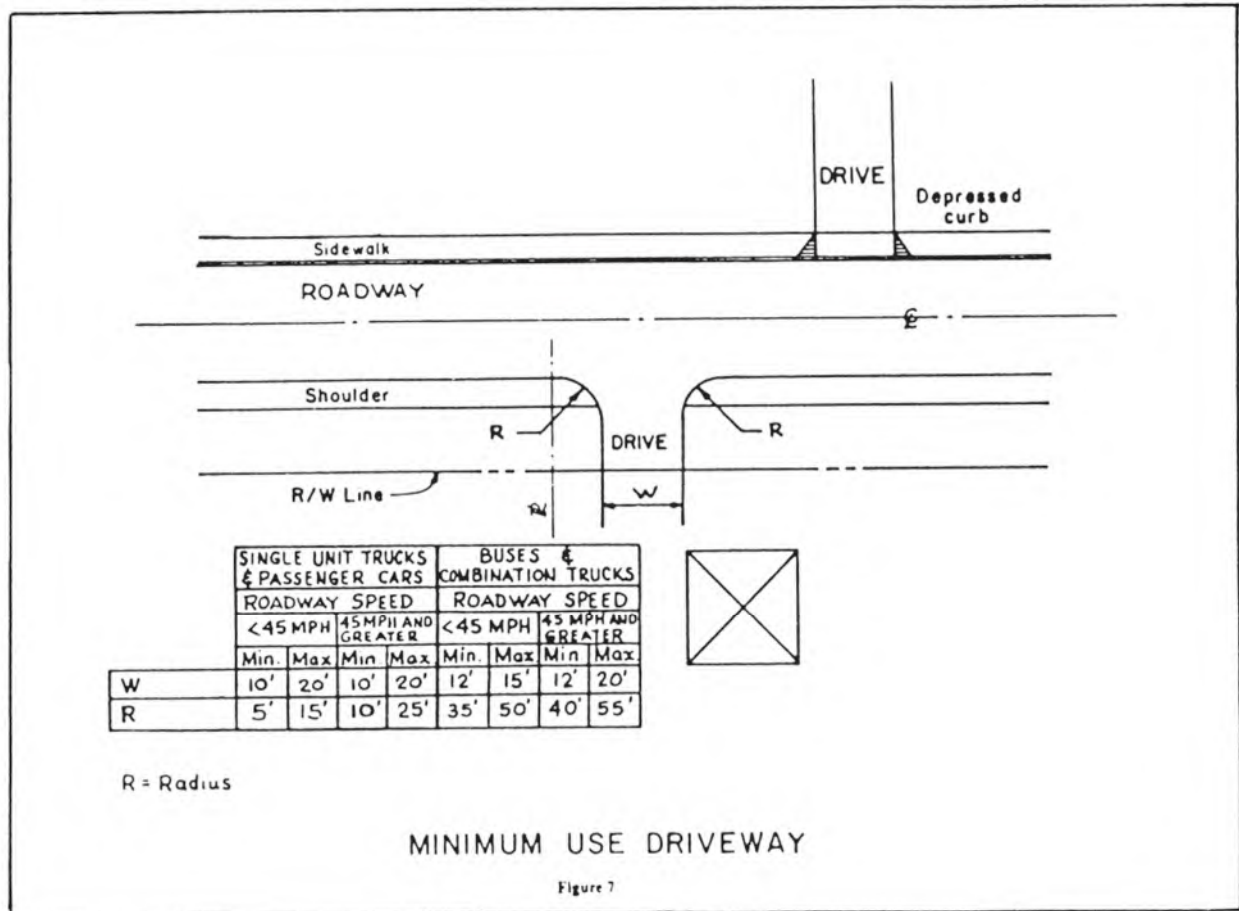
(B) When the highway grade ascends at greater than 5.0%, sight distance may be increased by a factor of 1.7.

(C) When the highway grade in the section to be used for acceleration after leaving the driveway descends at 3.0—5.0%, sight distance in the direction of approaching descending highway traffic may be reduced by a factor of 0.6.

(D) When the road descends at greater than 5.0%, sight distance may be reduced by a factor of 0.5.



NOTE: driveways shall meet all requirements of PA Code Ch 441. Where a conflict between the township requirements occurs with PennDOT requirements, township requirements shall govern for access onto township roads.



DRIVEWAY SIGHT DISTANCE MEASUREMENTS

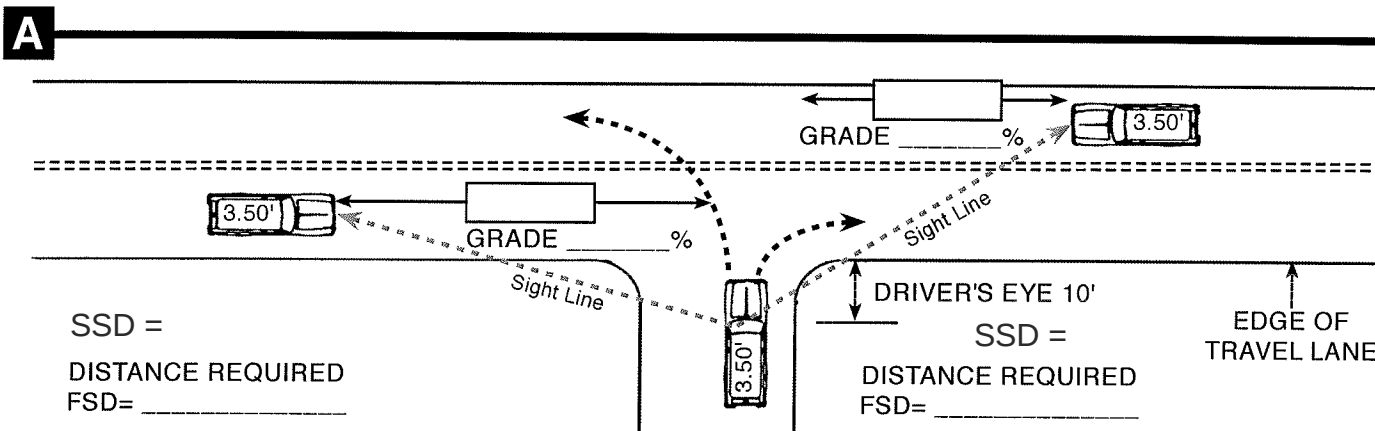
(FOR LOCAL ROADS, USE PENNDOT PUB 70)

APPLICANT _____ APPLICATION NO. _____

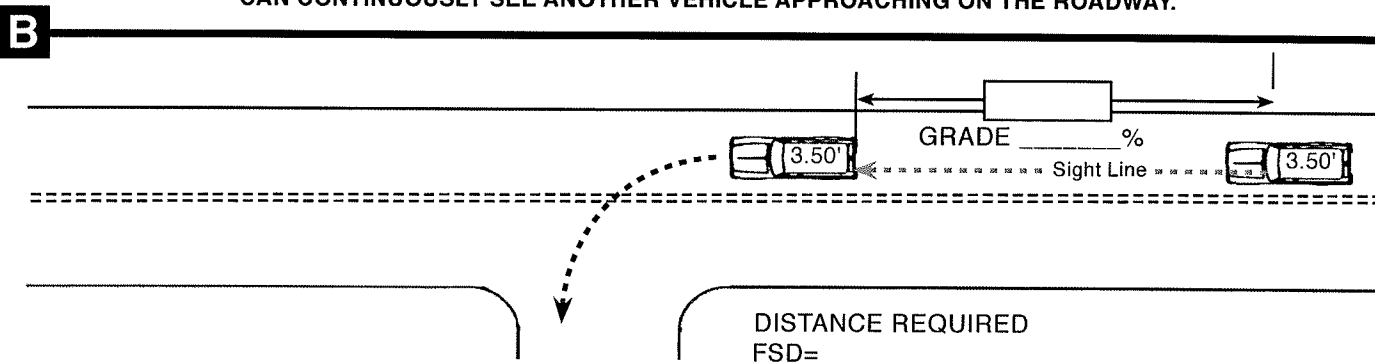
S.R. _____ SEG. _____ OFFSET _____ LEGAL SPEED LIMIT _____

MEASURED BY _____ DATE _____

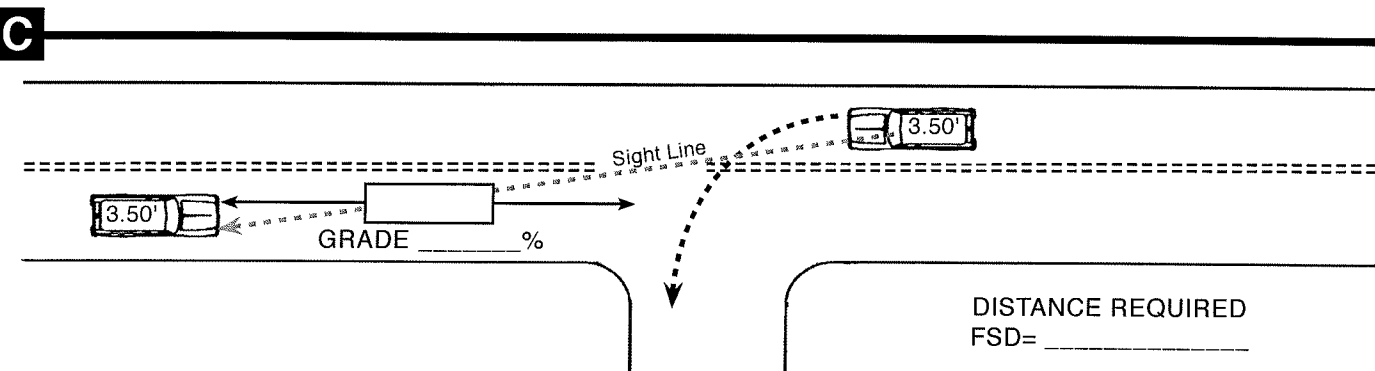
FOR DEPARTMENT USE ONLY: Safe-Running Speed _____ 85th Percentile Speed _____



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



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.



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

CHAPTER 21
STREETS AND SIDEWALKS

PART 1
HIGHWAY OCCUPANCY PERMIT

- § 21-101. Permit Required.**
- § 21-102. Application for Permit.**
- § 21-103. Permit Fee and Security Deposit.**
- § 21-104. Approval of Permit.**
- § 21-105. Compliance.**
- § 21-106. Penalties.**

PART 2
OPENING OF STREETS

- § 21-201. Permit Required.**
- § 21-202. Application for Permit.**
- § 21-203. Issuance of Permit.**
- § 21-204. Completion of Work; Written Notice Required.**
- § 21-205. Inspection.**
- § 21-206. Penalties.**

PART 1
HIGHWAY OCCUPANCY PERMIT

§ 21-101. Permit Required. [Ord. 18, 2/13/1975, § 1]

No person, firm or corporation shall grade, construct, install or erect a drain, culvert, footwalk, drive or driveway, or other means of ingress or egress, or affecting discharge or passage of drainage water, onto or along a Township road unless and until the Township has granted a permit for such grading, construction, installation or erection.

§ 21-102. Application for Permit. [Ord. 18, 2/13/1975, § 2]

Application for such permit shall be made by the owner or occupier, or by his contractor or agent, in writing, on a form provided by the Township and in accordance with such rules and regulations as may be established by the Township. There shall be appended to each application a drawing or plan showing the outlines of the property affected with existing improvements thereon, existing drains,

culverts, footwalks, drives and driveways, with the proposed drain, culvert, footwalk, drive or driveway, proposed to be added, and the relationship of the foregoing to the Township road, particularly with relationship to the effect on the drainage of said road.

§ 21-103. Permit Fee and Security Deposit. [Ord. 18, 2/13/1975, § 3; as amended by Ord. 32, 9/11/1997]

The costs of filing such application and permit to be issued thereon, and the costs of any inspection deemed necessary by the Supervisors, shall be determined according to a schedule of fees which will be adopted by the Supervisors by resolution and all such fees and costs shall be paid into the Township treasury. In addition, in order to guarantee full compliance with this Section, such sum as shall be set by resolution of the Board of Supervisors, from time to time, shall be deposited with the Township at the time application is made for permit. This deposit will be refunded to the applicant upon final inspection and approval by the Township Supervisors that the construction has been completed in accordance with the application and the regulations and standards adopted from time to time by the Township. When any part of the construction contemplated by this Section is underground, the applicant must notify the Supervisors prior to covering the drain, culvert or other item which would be under the surface of the ground, to allow inspection by the Supervisors.

§ 21-104. Approval of Permit. [Ord. 18, 2/13/1975, § 4; as amended by Ord. 18A, 2/13/1980]

The Supervisors may alter plans filed with the application, and specify any changes or modifications of any kind which they deem necessary, and make its approval of the granting of any permits subject to any such alterations, changes or modifications. In the case of new construction, where access to a Township Road is required, full compliance with this Part shall be a prerequisite to the issuance of a building permit.

§ 21-105. Compliance. [Ord. 18, 2/13/1975, § 5]

All grading, construction, installation and erection shall be in strict compliance with the plans and specifications on the basis of which the permit is granted.

§ 21-106. Penalties. [Ord. 18, 2/13/1975, § 6; as amended by Ord. 18A, 2/13/1980; and by Ord. 32, 9/11/1997]

Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a district justice in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each Section of this Part which shall be found to have been violated shall constitute a separate offense.

PART 2

OPENING OF STREETS

§ 21-201. Permit Required. [Ord. 16, 5/9/1974, § 1]

In accordance with the provisions of § 1156 of Article XI of the Second Class Township Code, as amended, no railroad or street railway shall hereafter be constructed upon any Township road, nor shall any railroad or street railway crossing, nor any gas pipe, water pipe, electric conduit or other piping, be laid upon or in, nor shall any telephone, telegraph or electric light or power poles, or any coal tipples or any other obstructions be erected upon or in, any portion of a Township road except under such conditions, restrictions and regulations relating to the installation and maintenance thereof as may be prescribed in permits granted by the Township for such purpose.

§ 21-202. Application for Permit. [Ord. 16, 5/9/1974, § 2]

The application for a permit shall be on a form prescribed by the Township and submitted to the Township in triplicate. The application shall be accompanied by a fee in accordance with the schedule of fees set forth by the Department of Transportation, for highway occupancy permits and restoration charges. In addition, the applicant shall submit three copies of a sketch showing such dimensions as the location of the intended facility, width of the traveled roadway, right-of-way lines and a dimension to the nearest intersecting street.

§ 21-203. Issuance of Permit. [Ord. 16, 5/9/1974, § 3]

A permit shall be issued to the applicant after all the aforementioned requirements have been filed.

§ 21-204. Completion of Work; Written Notice Required. [Ord. 16, 5/9/1974, § 4]

Upon completion of the work, the applicant shall give written notice thereof to the Township.

§ 21-205. Inspection. [Ord. 16, 5/9/1974, § 5]

Upon completion of the work authorized by the permit, the Township shall inspect the work and, when necessary, enforce compliance with the conditions, restrictions and regulations prescribed by the permit. Where any settlement or defect in the work occurs, if the applicant shall fail to rectify any such settlement or other defect within 60 days after written notice from the Township to do so, the Township may do the work and shall impose upon the applicant the cost thereof, together with an additional 20% of such cost.

§ 21-206. Penalties. [Ord. 16, 5/9/1974, § 6; as amended by Ord. 32, 9/11/1997]

Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof in an action brought before a district justice in the manner

provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days. Each day that a violation of this Part continues or each Section of this Part which shall be found to have been violated shall constitute a separate offense.