

**MOORE TOWNSHIP
DRIVEWAY PERMIT APPLICATION**

PLEASE NOTE:

- * ANY NEW PROPOSED DRIVEWAY ENTERING ONTO A TOWNSHIP ROADWAY REQUIRES A PERMIT.**
- * ANY IMPROVEMENTS TO EXISTING DRIVEWAYS ENTERING ONTO A TOWNSHIP ROADWAY REQUIRES A PERMIT.**

COMPLETE THE ATTACHED FORMS AND RETURN TO THE ZONING OFFICER

APPLICATION CHECK LIST

- 1. PERMIT APPLICATION COMPLETED AND SIGNED**
- 2. DRIVEWAY PLAN COMPLETED**
- 3. WETLANDS INDEMNIFICATION SIGNED**

MOORE TOWNSHIP DRIVEWAY PERMIT INSTRUCTIONS

PROCEDURE FOR NEW DRIVEWAYS :

1) A **DRIVEWAY PERMIT APPLICATION** must be obtained from the Zoning Officer or the Township Web Site at www.mooretownship.org. The application must be completed and turned into the Zoning Officer along with the permit fee, only a **check, money order or cash** will be accepted.

2) The Zoning Officer will assign the **PERMIT APPLICATION** a number and turn it over to the Public Works Director who will contact the applicant and make arrangements for the first of **THREE INSPECTIONS**.

3) **FIRST INSPECTION** to be with the **Applicant** and **person doing the work**. At this point the driveway should be staked out to show it's proposed location. The Public Works Director will determine if swales and or pipes will be needed to tie into the Township Roadway as well as compliance with other ordinance requirements.

4) **SECOND INSPECTION** will be done after the driveway has been excavated and stoned to ensure the work being done is in compliance with the directions of the Public Works Director and the ordinance.

5) **FINAL INSPECTION** will be performed when the driveway is completed. This inspection is to ensure that all requirements have been met. If the driveway complies, a final approval will be issued.

PROCEDURE FOR A EXISTING DRIVEWAY TO BE IMPROVED:

- 1) A **DRIVEWAY PERMIT APPLICATION** must be obtained from the Zoning Officer or the Township Web Site at www.mooretownship.org. The application must be completed and turned into the Zoning Officer along with the permit fee, only **check, money order** or **cash** will be accepted.
- 2) The Zoning Officer will assign the **PERMIT APPLICATION** a number and turn it over to the Public Works Director who will contact the applicant and make arrangements for the first of **TWO INSPECTIONS**.
- 3) **FIRST INSPECTION** to be with the **Applicant** and the **person doing the work**. At this point the Public Works Director will determine what swale and or pipe will be needed if any to tie into the Township Roadway as well as compliance with other ordinance requirements.
- 4) **FINAL INSPECTION** will be performed when the driveway improvements have been completed. This inspection is to ensure all requirements have been met. If the driveway complies, a final approval will be issued.

DRIVEWAY PERMIT APPLICATION

DW _____

A. OWNERSHIP

1. DEED OWNER'S NAME _____
2. PHONE _____
3. PROPERTY ADDRESS _____
4. COUNTY PIN # ___ MAP ___ BLOCK ___ LOT ___
5. ZONING DISTRICT _____
6. PRESENT USE OF LAND AND STRUCTURE _____

B. PROPOSED DRIVEWAY WORK

1. TYPE OF WORK NEW _____ IMPROVEMENT _____
2. LENGTH OF DRIVEWAY _____ WIDTH OF DRIVEWAY _____
3. AREA OF DRIVEWAY _____ sq ft
4. DRIVEWAY SLOPE _____ % see ordinance Exhibit A
5. DISTANCE TO NEAREST DRIVEWAY _____
6. DISTANCE TO NEAREST ROADWAY _____
7. DISTANCE TO NEAREST PROPERTY LINE _____ (5 FT MIN)

C. APPLICANT

1. NAME _____
2. PHONE _____
3. ADDRESS _____
4. SIGNATURE _____ DATE _____

D. CONTRACTOR

1. NAME _____
2. PHONE _____

E.ACTION TAKEN

1. APPLICATION ACCEPTED yes _____ no _____

2. CONDITIONS OF ACCEPTANCE OR REASON FOR DENIAL

PUBLIC WORKS DIRECTOR

FIRST INSPECTION

COMMENTS: _____

SECOND INSPECTION

COMMENTS: _____

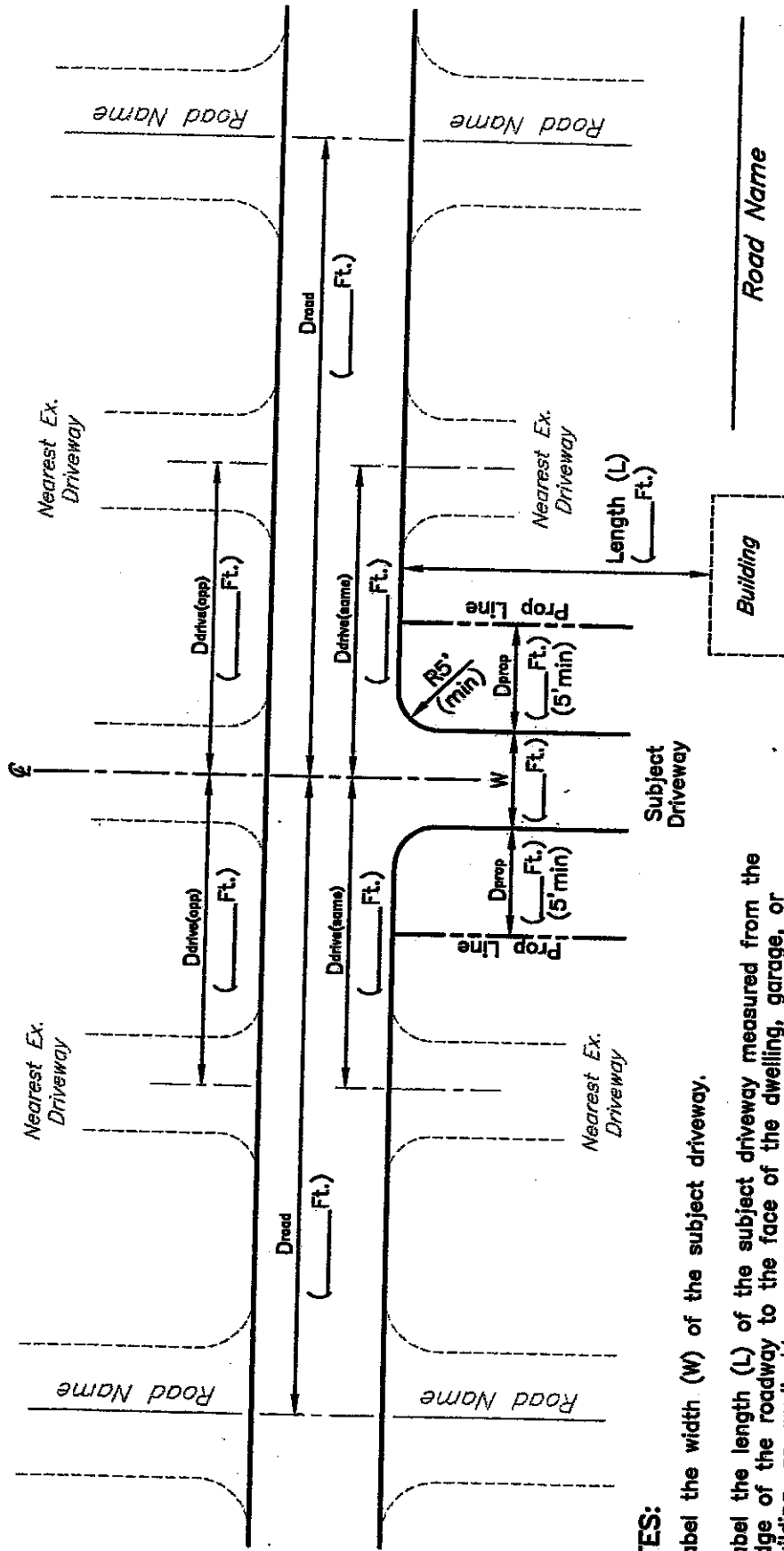
FINAL INSPECTION

COMMENTS: _____

DRIVEWAY FINAL APPROVAL _____

PUBLIC WORKS DIRECTOR

Schematic Driveway Plan



NOTES:

1. Label the width (W) of the subject driveway.
2. Label the length (L) of the subject driveway measured from the edge of the roadway to the face of the dwelling, garage, or building, as applicable.
3. Label existing road name(s), as applicable.
4. Darken outline(s) of existing roadway(s) and driveway(s) adjacent to the subject driveway, as applicable.
5. Label the distances between the subject driveway and the following features, as applicable:
 - a. Nearest adjacent side property line (D_{drop})
 - b. Nearest driveway along the same side of the road ($Drive(same)$)
 - c. Nearest driveway along the opposite side of the road ($Drive(app)$)
 - d. Nearest roadway intersection. (D_{road})

ADDENDUM TO PERMIT APPLICATION

WETLANDS INDEMNIFICATION NOTE:

There shall be no encroachment within wetland areas.

By issuance of this permit and or the approval of this plan, the Township of Moore and the Zoning Officer has never confirmed or denied the existence and or the extent of any wetland areas, whether or not delineated on the said plan.

Any encroachment thereon for any reason whatsoever shall be the sole responsibility of the applicant and or developer, contractor etc. his heirs and assigns and shall be subject to the jurisdiction of the Army Corps of Engineers and or the Pennsylvania Department of Environmental Protection, and the said encroachment shall conform to the rules and regulations of all jurisdictional agencies.

I/We have read the above required zoning regulations and hereby agree to comply with them as condition of this permit.

Signed _____ Date _____

BE ADVISED

IF THE DRIVEWAY HAS NOT BEEN PROPERLY CONSTRUCTED IN ACCORDANCE WITH THE DRIVEWAY AND ZONING ORDINANCE, NO FINAL APPROVAL WILL BE GIVEN UNTIL ALL ISSUES ARE RESOLVED.

IF ISSUES ARE NOT RESOLVED THE TOWNSHIP WILL START VIOLATION PROCEEDINGS AS SET FORTH IN THE ORDINANCE.

MOORE TOWNSHIP
NORTHAMPTON COUNTY, PENNSYLVANIA

ORDINANCE 2005-1

AN ORDINANCE FOR THE CONSTRUCTION AND REPAIR OF DRIVEWAYS OR ALLEYWAYS ENTERING UPON PUBLIC STREETS OR ROADS IN THE TOWNSHIP OF MOORE PROVIDING FOR THE ISSUANCE OF DRIVEWAY PERMITS, PROVIDING FOR PAYMENT OF FEES FOR ISSUANCE OF SAID PERMITS AND PENALTIES FOR VIOLATION THEREOF.

BE IT ENACTED AND ORDAINED by the authority of the Township of Moore, Northampton County, Pennsylvania, through its Board of Supervisors, and it is hereby enacted and ordained by authority of same.

SECTION 1: The following terms shall be defined as follows:

- (a) Construct: to build or cause to be built.
- (b) Driveway: any access way proposed for regular use of ingress and egress to an adjacent property from a public roadway. For the purposes of this Ordinance, an access way is to be considered a driveway no matter what the existing or proposed surface condition.
- (c) Blacktop: to construct a driveway of a hard, non-erodible material. For the purpose of this Ordinance, blacktop shall be considered, but not limited to, Asphalt Cement Concrete (Bituminous Concrete) or Portland Cement Concrete.
- (d) Pave: to build or cause to be built a driveway out of blacktop material. This term is applicable either during the initial construction of a driveway or upon placing blacktop on an existing driveway's non-blacktop surface.
- (e) Repave: to construct or cause the construction of a new blacktop surface on an existing driveway. This can include either paving over existing blacktop or removing existing blacktop and placing new blacktop in its place.

SECTION 2: No person shall hereafter construct, blacktop, pave or repave driveways or alleyways which connect with or intersect or enter upon any public road or street in the Township until a Driveway Permit ("Permit") has been obtained from the Township Inspector, which Inspector shall be designated by the Board of Supervisors. A Permit shall be required if a driveway, initially constructed as stone, is paved. A proposed paved driveway subgrade shall be approved by the Township Inspector prior to paving installation.

SECTION 3: All requests for Permits shall be made in writing to the Township Road Superintendent or his designee, executed by all owners of the subject property and shall be accompanied by such Plan as is sufficient to show intended construction and compliance with the provisions of this Ordinance.

SECTION 4: No Driveway Permit shall be issued unless it meets the following standards:

A. Separation Distance

(i) Minimum distance between any non-residential driveway and any other driveway on either side of the street shall be forty feet (40').

(ii) Minimum distance between a driveway centerline and the centerline of a side street shall be as follows:

a. Residential driveways:

Seventy-five feet (75') if side street is a local street;

One hundred feet (100') if side street is a collector street;

One hundred fifty feet (150') if side street is an arterial street.

b. Non-residential driveways:

One hundred fifty feet (150') if side street is a local street;

Two hundred feet (200') if side street is a collector street;

Three hundred feet (300') if side street is an arterial street.

(iii) Minimum distance from a side property line to the edge of a driveway shall be five feet (5'), (except for single family attached developments).

B. Minimum driveway width for residential driveways shall be ten feet (10'); maximum width shall be twenty feet (20') (not including return radii) at the intersection of driveway and Township road right-of-way. Permits for existing driveway in excess of twenty feet (20') in width shall be issued at the discretion of the designated inspector. In the event the owner wishes to appeal the decision of the appointed inspector, the owner may seek relief from the Board of Supervisors.

Minimum driveway width for non-residential driveways shall comply with the Moore Township Zoning Ordinance and Subdivision and Land Development Ordinance.

C. Driveway grades shall not exceed 15 percent (maximum of seven inches (7") in four feet (4')), except that a driveway that:

(i) enters onto an arterial street, the first twenty feet (20') from the street right-of-way shall have a maximum slope of 4 percent (maximum of two inches (2") in four feet (4')) and the next eighty feet (80') shall have a maximum slope of 7 percent. (Maximum three and one-half inches (3½") in four feet (4').)

(ii) enters onto any other street, the first twenty feet (20') from the street right-of-way shall have a maximum slope of 7 percent. (Maximum of three and one-half inches (3½") in four feet (4').)

D. Uninterrupted parallel drainage along the street accessed by a driveway shall be maintained across the driveway. Piping within the public road or street right-of-way shall not be allowed unless:

(i) The Township approved subdivision and/or land development plan specifically allows the use of a piping design which has been sealed by a Professional Engineer and approved by the Township.

(ii) The applicant submits a drainage plan prepared and sealed by a Professional Engineer, which includes the sizing of the pipe for a 10-year storm flow and shows

details for grading modifications within the roadside swale. This plan shall be reviewed by the Township Engineer. All costs for review shall be paid by the applicant.

E. Intersection of a driveway pavement and street pavement shall be rounded by an arc of not less than five feet (5') radius.

F. Available sight distance shall comply with current PENNDOT Standards.

G. Plan shall be submitted in conformity and meeting the Standards as set forth in Exhibit "A", which is attached hereto and incorporated herein.

H. In no case shall driveway water be permitted to flow directly or indirectly onto the cartway of a public street or road.

I. Upon completion of driveway installation the applicant must notify the Township within five (5) days.

SECTION 5: All requests for a Driveway Permit shall be accompanied by a Fee per the Fee Schedule adopted by the Board of Supervisors which shall be payable to the Township of Moore.

SECTION 6: The Township Inspector shall keep a record of all such Driveway Permits issued, and a copy shall be furnished on request to any person having a proprietary or tenancy interest in the land affected.

SECTION 7: Any person violating any of the provisions of this Ordinance shall, upon conviction thereof, pay a penalty of not less than One Hundred Dollars (\$100.00) nor more than Five Hundred Dollars (\$500.00), and upon default of payment of the penalty and costs of prosecution, the person convicted may be committed to the County Prison for a period not to exceed thirty (30) days.

SECTION 8: In case any driveway or alleyway is constructed in violation of this Ordinance, the Township of Moore, in addition to other remedies, may initiate any appropriate action or proceedings to prevent such unlawful construction, to restrain, correct or abate such violation, or prevent the use of such driveways or alleyway, or occupancy of any premises containing a driveway or alleyway violative of this Ordinance.

SECTION 9: SEVERABILITY. The provisions of this Ordinance shall be severable, and if any provision hereof shall be declared unconstitutional, illegal or invalid, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as a legislative intent of the Township that this Ordinance would have been amended as if such unconstitutional, illegal or invalid provision or provisions had not been included herein.


SECTION 10: All Ordinances including Ordinance 1982-3 or parts of Ordinances inconsistent herewith shall be, and the same are, hereby repealed.

ENACTED AND ORDAINED this 30 day of JANUARY, 20045

ATTEST

MOORE TOWNSHIP


Secretary


David M. Lack, Chairman
Board of Supervisors

Attached: EXHIBIT "A" - Plan & Section - Typical Residential Driveway

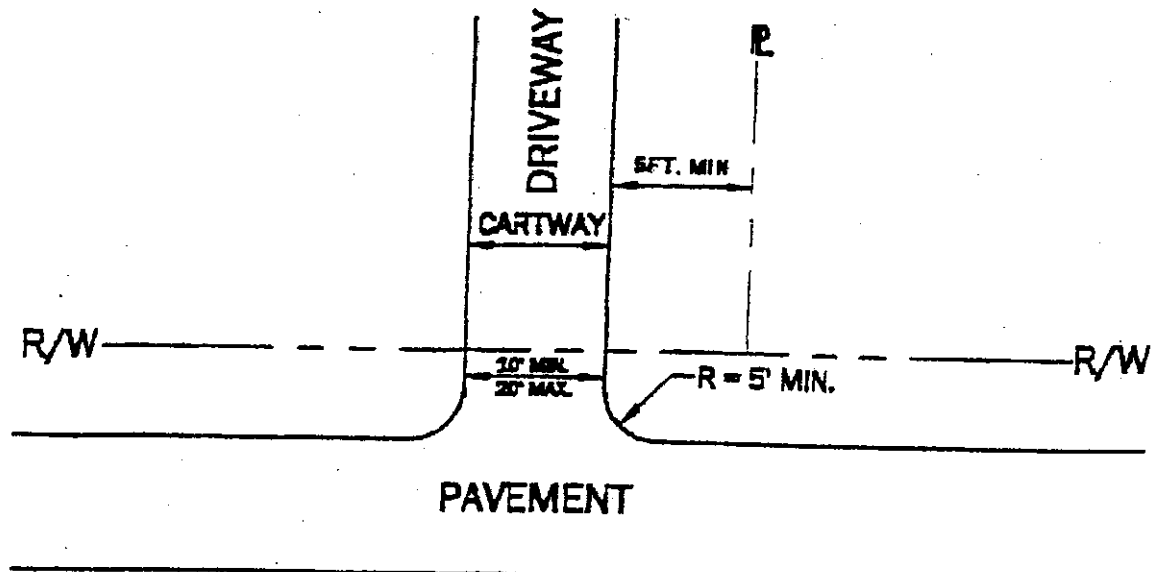
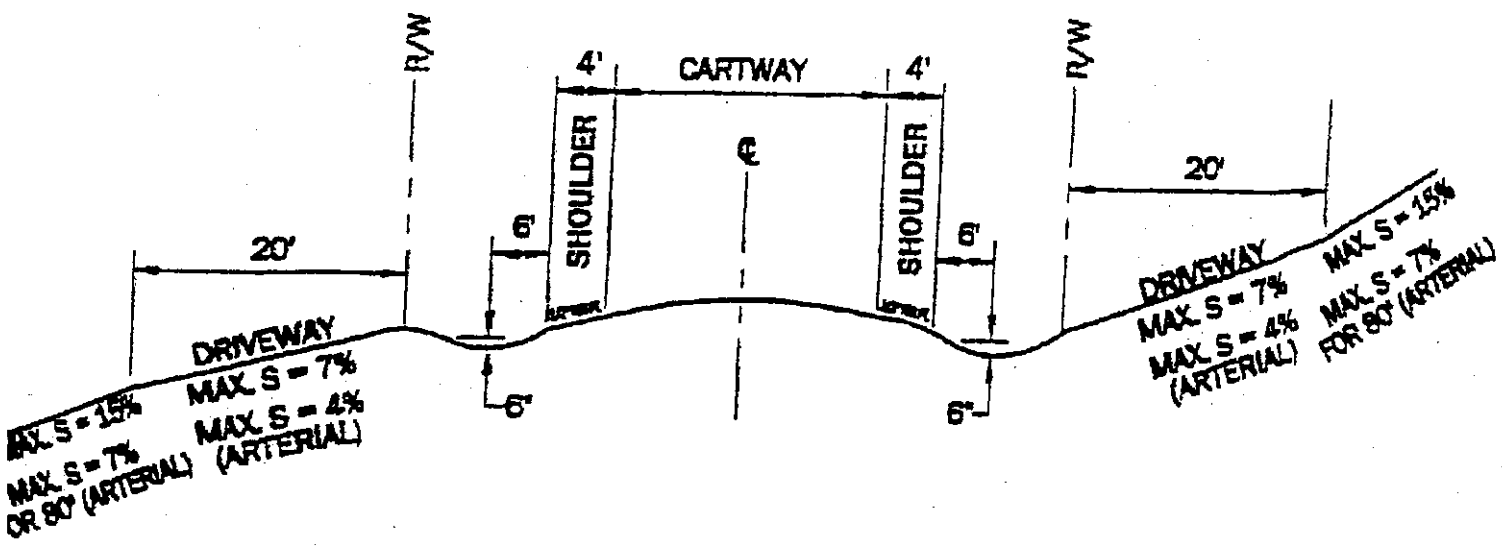
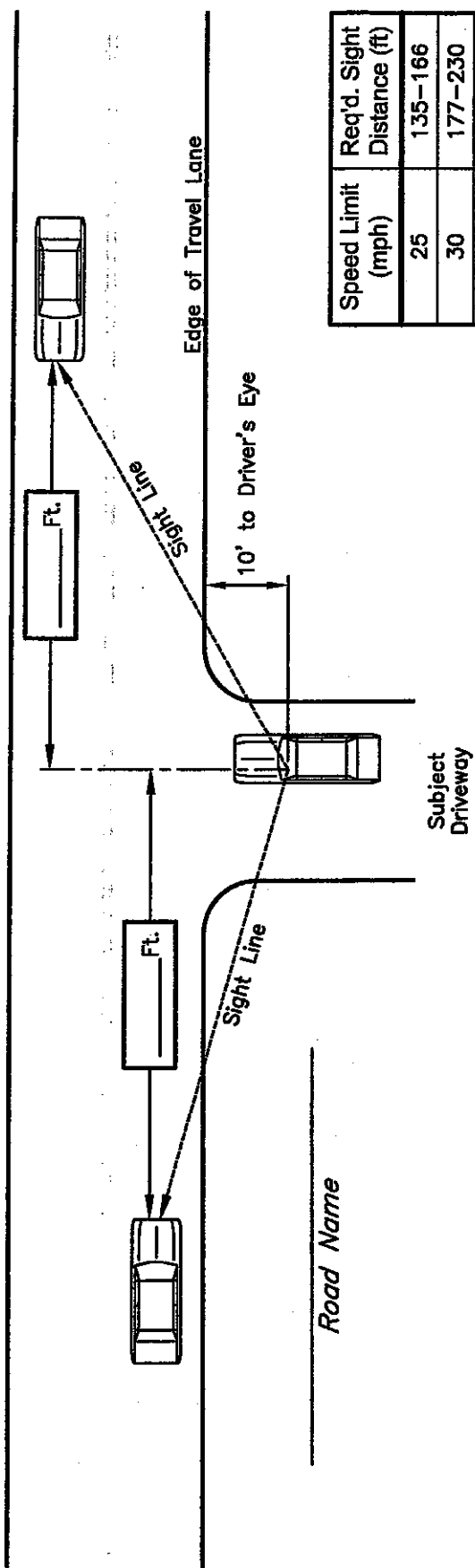


EXHIBIT A

PLAN & SECTION - TYPICAL RESIDENTIAL DRIVEWAY

N.T.S.

Driveway Permit Exhibit A, Figure 1: Sight Distance



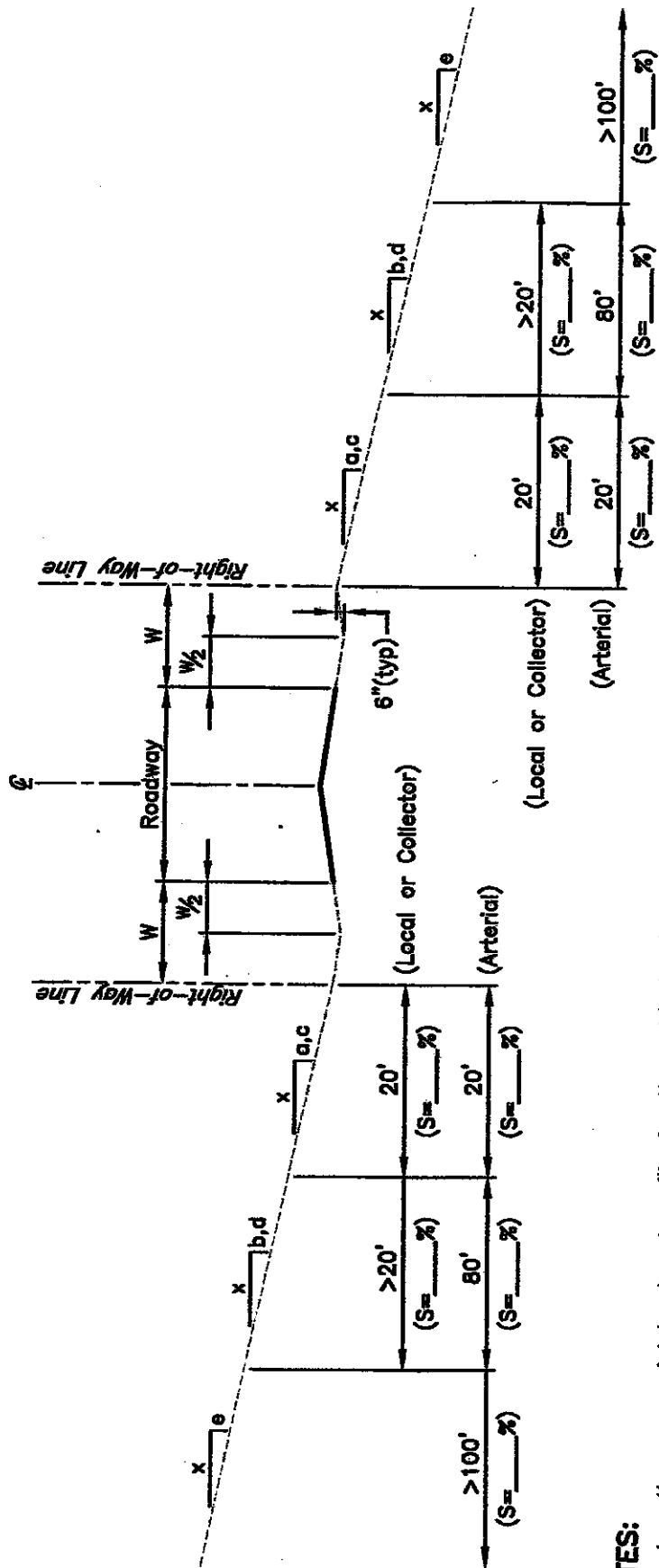
Speed Limit (mph)	Req'd. Sight Distance (ft)
25	135-166
30	177-230
35	221-299
40	274-389
45	330-487
50	392-600
55	454-706

* Refer to Note 5

NOTES:

1. Sight Distance shall be defined as the maximum continuous length of roadway along which a vehicle operator (driver) exiting a driveway can continuously see an approaching vehicle traveling along the roadway.
2. The driver's eye shall be positioned ten (10) feet back from the edge of the travel lane at a height of 3.5 feet above the finished driveway grade.
3. The approaching vehicle shall have a height of 3.5 feet above the finished road grade.
4. If the roadway speed limit is not posted, the legal speed limit shall be 25 mph in residential areas, 35 mph in urban areas, and 55 mph in all other areas.
5. Required sight distance ranges tabulated herein are intended for general reference purposes only. Actual required sight distances shall be based on the Formula Sight Distance Table on the reverse side of this form.

Driveway Permit Exhibit A, Figure 2: Schematic Driveway Profile



NOTES:

1. Darken the appropriately sloped profile for the subject driveway.

2. Measure and record the approximate longitudinal slopes along the length of the subject driveway:

Local or Collector Road

- a. Maximum slope (S_{max}) of 7% within 20 feet of the road right-of-way ($S_{max} = a/x$ where $a = 3\frac{1}{2}$ in., $x = 48$ in. or 4 ft.)
- b. Maximum slope (S_{max}) of 15% beyond 20 feet from the road right-of-way ($S_{max} = b/x$ where $b = 7\frac{1}{4}$ in., $x = 48$ in. or 4 ft.)

Arterial Road

- c. Maximum slope (S_{max}) of 4% within 20 feet of the road right-of-way ($S_{max} = c/x$ where $c = 2$ in., $x = 48$ in. or 4 ft.)
- d. Maximum slope (S_{max}) of 7% beyond 20 and within 100 feet of the road right-of-way ($S_{max} = d/x$ where $d = 3.5$ in., $x = 48$ in. or 4 ft.)
- e. Maximum slope (S_{max}) of 15% beyond 100 feet from the road right-of-way ($S_{max} = e/x$ where $e = 7\frac{1}{4}$ in., $x = 48$ in. or 4 ft.)