



BOROUGH OF WEST READING

CODE ENFORCEMENT DEPARTMENT

500 Chestnut Street, West Reading PA 19611

(610) 374-8273 Fax: (610) 816-7565

E-mail: wrcodes@westreadingborough.org

Street/Sidewalk Opening Permit Application

Type of Request: ☐ New ☐ Renewal

Project Timeline: Desired Start Date _____ Anticipated Completion Date _____

Note: The successful applicant/contractor will receive a Borough issued work permit that must remain onsite for the duration of the project. Work may not commence until said permit is received and shall be concluded at the permit expiration date absent a request for an extension, or approval of a new application by the Borough. Failure to display, or present upon request by a Borough Official will result in violation of applicable Borough regulations.

Property Location:

Nearest Intersection:

Applicant Name:

Contractor Name:

Company:

Company:

Mailing Address (include City, State, Zip):

Mailing Address (include City, State, Zip):

Project Supervisor/Point of Contact (POC):

Project Supervisor/Point of Contact (POC):

POC Mobile Phone #:

POC Mobile Phone #:

POC Office Phone #:

POC Office Phone #:

POC Email:

POC Email:

A Certificate of Insurance for applicant and contractor must be submitted with the application (if not already on file)

Street Opening Required For:

☐ Gas

☐ Telephone

☐ Electric

☐ Other:

Type of Excavation Proposed:

☐ Street (\$100.00/cut)

☐ Sidewalk (\$50.00/cut)

*Refer to Trench Restoration Specifications on page 3

*Sidewalk must be restored to Borough Specifications and permitted separately

Number of Cut(s):

Size of Cut(s):

Project Description (EXAMPLE: Application to make multiple street cuts to the 400 block of Chestnut Street to install a new utility service for single family residences. Stage construction equipment and materials in the median. Cross curb with excavation equipment, block and repair sidewalk following installation. The work will be performed by ABC contractor between 8 AM and 2 PM daily for 3 months.)

Summary (include detailed sketch):

ALL WORK SHALL CONFORM WITH PENNDOT SPECIFICATION PUBLICATION 408, LATEST EDITION

Mobility Impacts:

Street Closure: Yes or N/A

If Yes, please complete traffic impact plan summary

State Route Closure: Yes or N/A

If Yes, please attach state route permit to application

Lane Closure: Yes or N/A

POC Name:

POC Company:

POC Mobile #:

POC Email:

Temporary Parking Prohibitions: Yes or N/A

Note: Use of "No Parking" signs shall be posted no more than 48 hours and no less than 24 hours prior to be enforced by the Police Department. The contractor shall submit to the Borough all plans detailing their request to erect signs, the timing of removal of all signs, barricades and other necessary traffic control devices to warn and/or detour traffic around construction work.

Duration of Closure(s)

Date: _____ Start Time: _____ End Time: _____

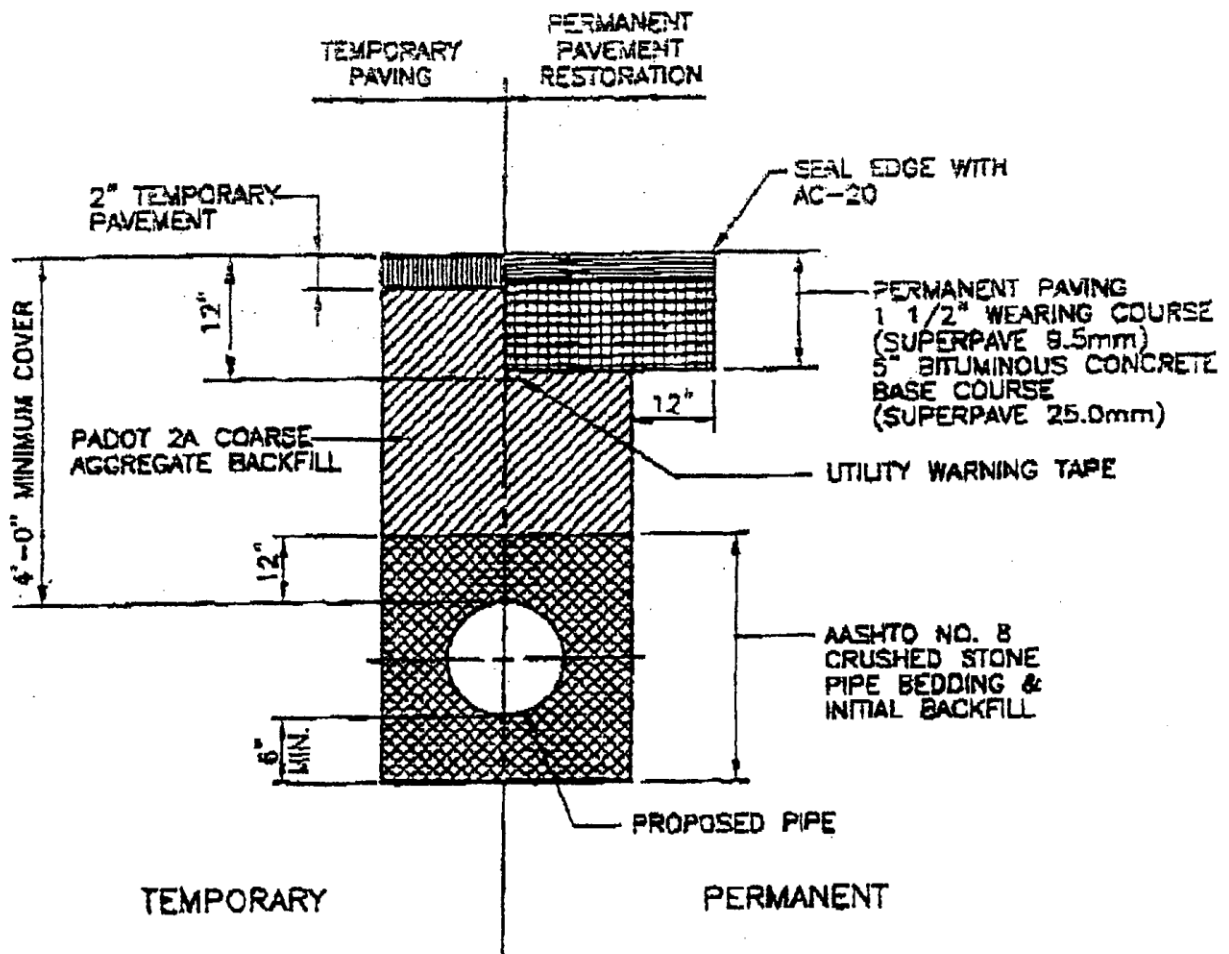
Traffic Control Plan Summary: Please explain the location and method by which vehicular and/or pedestrian traffic will be affected and include the use of any traffic control devices.

TERMS AND CONDITIONS:

- a. By granting this permit the Borough of West Reading does not waive rights or powers of ownership, managment, maintenance and/or control over the public right-of-way, and any use of said right-of-way is revocable by order of the Code Enforcement Department and shall be in accordance with all laws, rules and regulations. The issuance of this permit by the Borough is not intended to, nor shall it grant or assign any real or personal property right or title in or to the right-of-way in the Borough of West Reading to the applicant.
- b. The Borough may deny permits for work within a five-year period after street resurfacing. The Borough reserves the right to deny the issuance of future street opening permits to any person who violates the prvisions of the Street Opening Ordinance.
- c. Street pavement and sidewalk replacement, including trench fill material shall conform to the standards and specifications of the Borough current on the date of approval of this permit. The applicant shall restore all areas disturbed by his/her operations to their original or better condition. The Code Enforcement Department, or designee, shall inspect and approve all work in the Borough through final restoration.
- d. A copy of this permit must be placed on site during the hours of activity for the duration of the period stated on the approved permit.
- e. The Permittee agrees to defend, indemnify and hold harmless the Borough of West Reading, its officials, officers, employees and agents against (1) any liability, claims, causes of action, judgements or expenses, including reasonable attorney fees resulting directly or indirectly from any act or liability, claims, causes of action, judgements or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee's use or occupancy of the sidewalk and/or public right-of-way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.
- f. Permittee shall accept the terms, conditions and requirements of the permit and agree to comply with them to the satisfaction of the Borough of West Reading's applicable ordinances and all applicable requirements of state and federal law. Work shall begin within 15 calendar days from the date of approval unless other arrangements are made, otherwise the application may be voided.
- g. Applicant/Permittee or Authorized Agent Statement: I declare under penalty or perjury under the laws of Pennsylvania that: I am the Applicant/Permittee OR the authorized agent of the Applicant/Permittee that the information provided is correct and complete and that I have the authority to bind the Applicant/Permittee to this application.

Signature of Applicant: _____ Date: _____

Borough of West Reading Use Only	
Permit Fee: \$ _____	
Paid By: _____	PA 1 Call Serial # _____
Check No.: _____ Date: _____	COI: ____ General Liability ____ Workers' Comp ____ W.C. Affidavit
Approval/Denial:	
<input type="checkbox"/> Application Approved	<input type="checkbox"/> Application Denied
Reason(s) for Denial: _____	
Building Code Official's Signature: _____ Date _____	



AGGREGATE BACKFILL AND PAVEMENT MATERIALS AND THEIR INSTALLATION SHALL BE IN ACCORDANCE WITH COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF TRANSPORTATION SPECIFICATION PUBLICATION 408, LATEST EDITION.

BOROUGH OF WEST READING

STANDARD DETAIL



400 Washington Street, Suite 802
Reading, Pennsylvania 19601
Tel 610.374.0288

TRENCH RESTORATION EXISTING PAVED AREAS

DATE: OCTOBER 2005

DETAIL: EXHIBIT A