

South Manheim Township

3089 Fair Road
Auburn, PA 17922

Phone: (570) 754-7375
Fax: (570) 754-4907

Fee: \$75.00 - Make Check Payable to South Manheim Township.

DRIVEWAY PERMIT STANDARDS

Who must comply with Driveway Occupancy Permits?

Any person, owner and/or contractor proposing the installation of a driveway or access road to a parcel of property from a public roadway.

What must be submitted in order to comply with the Township's requirements?

1. Complete and submit the attached application form with the prescribed fee.
2. Submit a site plan, drawn to scale, which depicts the following information:
 - . Lot or parcel and adjacent lots, roadways, and access drives
 - . Access drive location, grade, materials and drainage plan
 - . Proposed or existing structures

The Plan shall be of sufficient detail to comply with the following Design Standards:

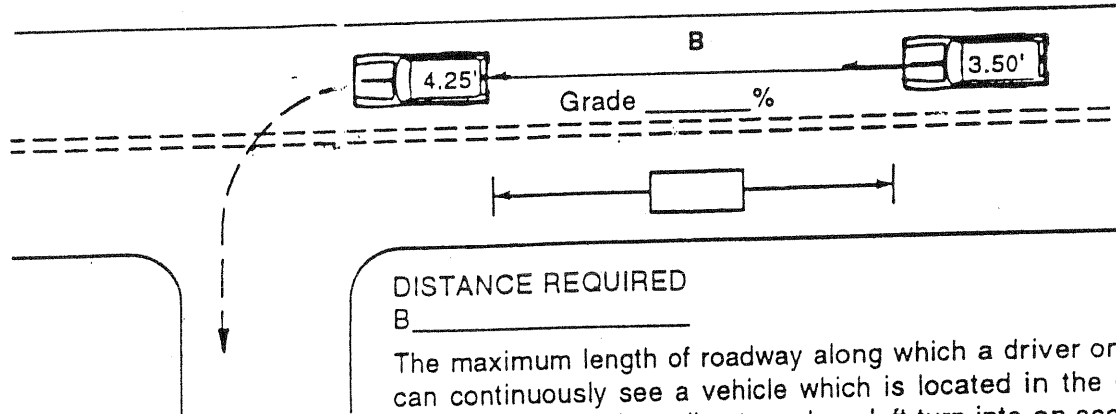
Design Standards

1. Adequate sight distance to allow safe movement into or out of the access driveway.
2. Drainage culvert installed as appropriate.
3. The free movement of normal highway traffic shall not be impaired.
4. The driveway shall not create a hazard.
5. The driveway will not create an area of undue traffic congestion on the highway.

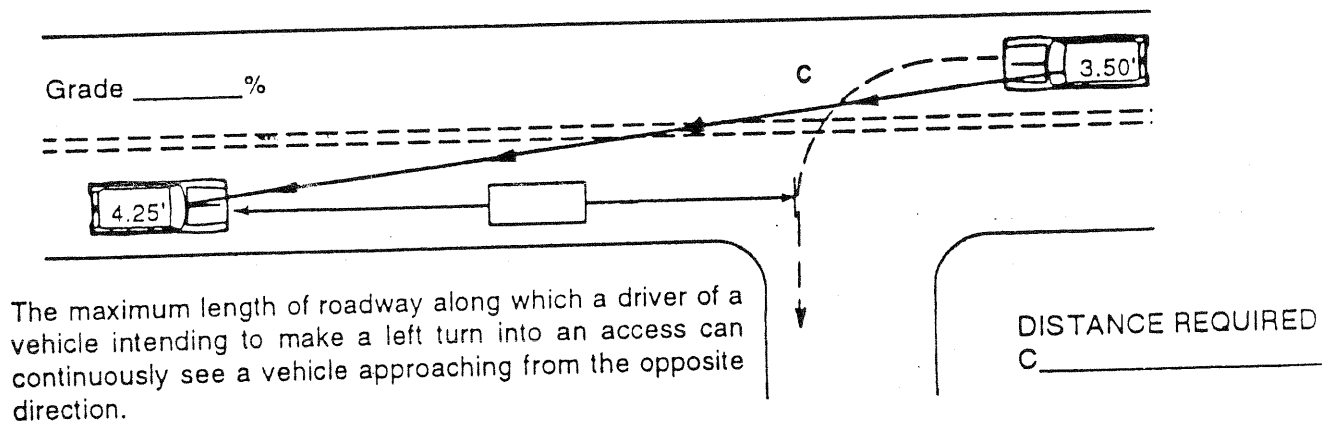
Specific location restrictions shall include the following:

1. Access driveways shall not interfere with the functioning of highway signs, signals, detectors, lighting, or other devices that affect traffic control.

2. The location of a driveway near a signalized intersection may include a requirement that the permittee provide, in cooperation with the Township, new or relocated detectors, signal heads, controller and the like, for the control of traffic movements from the highway.
3. Access to a property which abuts two or more intersecting streets or highways may be restricted to only that roadway which can more safely accommodate its traffic.
4. The Township may require the permittee to locate an access driveway directly across from a highway, local road, or access driveway on the opposite side of the roadway, if it is judged that offset driveways will not permit left turns to be made safely or that access across the roadway from one access to the other will create a safety hazard.
5. An access intended to serve more than three properties or to act as a connecting link between two or more roadways shall be considered as a local road and not a driveway regardless of its ownership. As such, its design must be in accordance with the Township's current standards governing the design of local roads.
6. The number and location of entrances which may be granted will be based on usage, interior and exterior traffic patterns, and current policy of the Township.
 - a. Normally, only one driveway will be permitted for a residential property, but more than one driveway may be installed subject to approval by the the authorized official.
 - b. Regardless of frontage, a development may be restricted to a single entrance/exit driveway, served by an internal collector road separated from the traveled way.
7. Driveway approaches shall conform to the following standards:
 - a. The location and angle of an access driveway shall be such that a vehicle entering or leaving the driveway ay do so in an orderly and safe manner and with a minimum of interference to highway traffic.
 - b. Flaring of the approach may be required to allow safe, easy turning of vehicular traffic.
 - c. Where the highway is curbed, driveway approaches shall be installed 1½ inches above the adjacent highway or gutter grade to maintain proper drainage.



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OFFICIAL USE ONLY

DATE RECEIVED

AMOUNT FEE PAID

SOUTH MANHEIM TOWNSHIP DRIVEWAY PERMIT

Applicant Name: _____

Applicant Address: _____

Applicant Telephone #: _____

GENERAL DESCRIPTION OF WORK

GENERAL PROJECT INFORMATION

Date of Construction: _____

Completion Date: _____

Length of Proposed Driveway: _____

Width of Proposed Driveway: _____

Proposed Surface Material: _____

Current Size: _____

The applicant is (an individual) (a Partnership) or a Corporation incorporated under the law of

(CORPORATE SEAL)

Name of Applicant

BY: _____
Executive Officer or Authorized Representative

GENERAL INSTRUCTIONS

Any work performed within the right-of-way of a township road, requires submission of three (3) copies of this form along with three (3) copies of a sketch showing location and details of proposed work.

Any work performed on a township road over, under, or within, the limits of a limited access state highway, requires a state permit.

The prescribed permit fee shall accompany the application and sketch. Schedules of fees are furnished on request.

THE FEE SHALL BE PAID BY CHECKS OR MONEY ORDERS, AND SHALL BE MADE PAYABLE TO SOUTH MANHEIM TOWNSHIP