



MIDDLE SMITHFIELD TOWNSHIP
147 MUNICIPAL DRIVE
EAST STROUDSBURG, PA 18302
570-223-8920

DRIVEWAY PERMIT APPLICATION

****NEW DRIVEWAY MUST BE STAKED OUT PRIOR TO ROADMASTER INSPECTION****

New Driveway _____ Alter Existing Driveway _____ Pave Driveway _____

NAME, ADDRESS AND PHONE # OF PROPERTY OWNER:

Name _____

Address _____

Lot/Block _____

Pin #/ Tax I.D. # _____

Phone _____ PIN # _____

TOWNSHIP ROAD NAME (DRIVEWAY LOCATION) _____

NEAREST INTERSECTION (DISTANCE IN FEET) _____

STOPPING DISTANCE WHEN EXITING DRIVEWAY: RIGHT _____ LEFT _____

****CONTRACTOR ---- NAME, ADDRESS, PHONE & FAX NUMBER _____**

**TOWNSHIP COMMENTS TO CONSTRUCT A DRIVEWAY
THE FOLLOWING SHALL ALWAYS APPLY:**

1. THE FINISHED HEIGHT OF THE DRIVEWAY SHALL NOT BE ANY HIGHTER THAN EXISTING HEIGHT OF SHOULDER.
2. THE TOWNSHIP IS NOT RESPONSIBLE FOR WATER RUNOFF OF RIGHT-OF-WAY ONTO PERSONAL PROPERTY.
3. ALL DRIVEWAYS SHALL BE LOCATED TEN (10) FEET FROM ANY BORDERING PROPERTY BOUNDARY LINE.
4. NOTIFY TOWNSHIP TWO(2) WEEKS PRIOR TO RECEIVING A C/O FOR DRIVEWAY APPROVAL BY TOWNSHIP OFFICIAL.
5. A PERMIT IS ALSO REQUIRED FOR BLACKTOPPING.

WHEN THE FOLLOWING IS CHECKED OFF BY TOWNSHIP OFFICIAL PROPERTY OWNER MUST COMPLY:

- DRIVEWAY PIPE REQUIRED (AT OWNERS EXPENSE) WHICH ARE INSTALLED ON PROPERTY OWNERS RIGHT OF WAY WITH HEAD WALLS ON EITHER END
 - SIZE _____
- DRIVEWAY PIPE NOT REQUIRED AT THIS TIME DUE TO THE FOLLOWING:
 1. WEATHER CONDITIONS
 2. CONTOUR OF THE PROPERTY
 3. OTHER _____
- PROPERTY OWNER WILL MAINTAIN PIPE INLET AND OUTLETS FOR DEBRIS.
- A SIGN IS REQUIRED EXITING THE PROPERTY AT OWNERS EXPENSE.
 - RIGHT TURN ONLY _____ LEFT TURN ONLY _____
- NOTIFY THE TOWNSHIP FOR FINAL APPROVAL INSPECTIONS.

ADDITIONAL INFORMATION REQUIRED BY TOWNSHIP:

PRELIMINARY APPROVAL _____
 (TOWNSHIP OFFICIAL)

I HAVE READ THIS APPLICATION AND VERIFY THAT ALL STATEMENTS CONTAINED THEREIN ARE TRUE AND CORRECT AND I HEREBY AGREE TO BE BOUND BY ALL RULES AND REGULATIONS AS CONTAINED IN THE MIDDLE SMITHFIELD TOWNSHIP DRIVEWAY PERMIT ORDINANCE:

 DATE SIGNATURE OF PROPERTY OWNER OR AUTHORIZED REPRESENTATIVE

PERMIT # _____ DATE ISSUED _____

PERMIT AMOUNT (CASH/CHECK) _____ CHECK # _____

 ZONING OFFICER

FINAL APPROVAL _____
 (TOWNSHIP OFFICIAL)

THIS PERMIT IS UNDER AND SUBJECT TO ALL REGULATIONS AND REQUIREMENTS AS SET FORTH IN THE MIDDLE SMITHFIELD TOWNSHIP DRIVEWAY ORDINANCE AND MAY BE REVOKED AT ANY TIME FOR NON-COMPLIANCE WITH THE SAID ORDINANCE AND ANY SPECIAL RESTRICTIONS AS SET FORTH ON THE PERMIT OR ANY ATTACHED INSTRUCTIONS AND/OR CONDITIONS SET BY MIDDLE SMITHFIELD TOWNSHIP.