

TOWNSHIP OF PILESGROVE
DRIVE WAY APRON / STREET OPENING APPLICATION

APPLICANT: CHECK BOX: APRON STREET

NAME: _____

PHONE: (_____) _____ - _____

OWNER: CHECK BOX IF SAME AS APPLICANT:

NAME: _____

PHONE: (_____) _____ - _____

TOWNSHIP ROAD:

NAME: _____

BLOCK: _____ LOT: _____

Opening or alternation(s) must be staked out at the site. Please call the Township Public Works Department at (856) 769-0654 at least 48 hours before commencing any work and One-call must be notified no less than three (3) business days and not more than ten (10) business days prior to digging.

Include a plat showing accurate distances from property lines and intersections.

The applicant agrees to comply fully with all resolutions, rules and regulations of the Township of Pilesgrove for the opening of roads according to law by the Township Committee of Pilesgrove, a copy of which ordinance the undersigned acknowledges receipt thereof prior to the time of making application for this permit.

The applicant agrees that the issuance of this permit shall constitute a valid contract between the Township of Pilesgrove and the applicant.

The applicant likewise agrees that he/she will indemnify and save harmless the Township of Pilesgrove from any loss or damage which may result by reason of the opening on behalf of the applicant of any street, road or highway owned or under control of the Township.

Signature of Applicant

Date

A Permit will not be issued until the confirmation number, obtained from the one-call system (1-800-272-1000), is supplied to this office in accordance with P.L. 1994, Chapter 118, Item #11 of the Underground Facility Protection Act.

One-call Confirmation #

Date

Chapter 180: STREETS AND SIDEWALKS

ARTICLE I Street Opening Permits [Adopted 10-12-1959; amended in its entirety 7-12-1994 by Ord. No. 94-6]

§ 180-1. Obstructing or damaging township roads.

It shall be unlawful for any person, firm or cooperation to disturb, tear up, obstruct, damage or destroy any township road in any manner whatsoever, by any vehicle of any kind or by any drag attached thereto or by any other implement or appliance.

§ 180-2. Filling of gutters; spilling or throwing of materials on roads.

It shall be unlawful for any person, firm or corporation to fill up the gutters or ditches along any township road or to obstruct or damage any township road by spilling or throwing stones, dirt or other materials thereon.

§ 180-3. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

ROAD — Any and all roads, highways, streets or avenues owned or under the control of the Township of Pilesgrove, for the full right-of-way or easement width thereof.

§ 180-4. Prerequisites to opening streets.

No person, firm, partnership or corporation shall open or dig a trench in any public road, street or highway of this township without having first done each of the following:

- A. Made a written application therefor to the Township of Pilesgrove in the County of Salem, on forms to be provided by it, and supplied a map or sketch of the project.
- B. Paid the proper fee to said township for such opening or trench, in the amount specified by § 180-8.
- C. Given the township a cash or surety company bond, in the amount specified by § 180-7, to guarantee that the opening or trench made by the permittee will be properly closed. Upon completion of the work in a satisfactory manner, the performance bond or cash will be released in return for a maintenance bond or cash to guarantee that the road, street or highway over the opening or trench will remain in good condition for at least one year after the closing by the permittee. The minimum amount of each maintenance bond shall be 25% of the amount of the performance bond, but shall not be less than \$500. A utility company may, in lieu of giving a separate performance bond and a separate maintenance bond on each project, keep in continuing effect and posted with the Township Clerk a combination performance and maintenance bond for \$10,000 by the permittee and a surety company licensed to do business in New Jersey, which bond shall guarantee both performance and maintenance by the utility company in regard to street openings as required by this chapter and shall be approved as to form by the Township Solicitor.
- D. Received from the township a written permit for the specific opening or trench. However, in cases involving minimum disruption to streets and safety within the township, the Road Supervisor may waive such above requirements and fees in whole or part and issue the permit in cases where the Township Engineer's services are not required.

§ 180-5. Written permit required.

No person, firm, partnership or corporation shall direct or cause any employee, agent or contractor of such person, firm, partnership or corporation to locate or relocate any above or below ground public or private utilities, storm drains, trenches, curbing, driveways, fences or landscaping in any municipal public right-of-way, easement, road, street or highway until a written permit has been issued by the township.

§ 180-6. Responsibilities of permittee.

Each permittee shall do each of the following things with respect to each opening or trench for which the permittee is responsible:

- A. Have the trench or opening dug promptly after the permit aforesaid is granted.
- B. Have the material which is taken from the opening or trench placed so as not to interfere with public use of the highway.
- C. Have proper and ample guards, barricades, signs and lights maintained on the site to sufficiently warn users of the road, street or highway of the dangers attendant to the project, from the time the opening is completely restored and completely reopened to public travel and in accordance with the current Manual on Uniform Traffic Control Devices.
- D. Assume full liability for any and all injuries caused by the negligence of the permittee or the employees or agents of the permittee in constructing such opening as well as in its maintenance or closing.
- E. Keep said opening open a minimum period of time to accomplish the purpose of the permittee, and close such opening or trench as soon as possible thereafter.
- F. Comply with the following standards hereby adopted in this township for such openings in public roads, streets and highways:
 - (1) Protection for traveling public. The permittee shall keep such opening properly guarded and at night have lights placed thereat and, in doing the work, interfere as little as possible with the travel along the road and open no greater part of the road at any time than shall be allowed by the Road Supervisor.
 - (2) Protection from suits. The permittee shall also save harmless said Township of Pilesgrove, its officers and servants from and against any loss, injury or damage resulting from any negligence or fault of the permittee, his agents or servants in connection with the performance of the work covered by the permit.
 - (3) Time limit. The opening shall be backfilled and patched immediately, and the permanent pavement shall be restored within two weeks. In case the work has not been completed before the day of expiration as shown on the permit and the permittee has not requested an extension of the time, the Public Works Superintendent may, if he deems it advisable, take steps to backfill the trench and replace a permanent pavement over the opening for which the permit has been issued, and if any extension of time beyond said date is needed for the completion of the work, a new application must be filed, if required by the Township Engineer.
 - (4) Maintenance. The restoration of the opening or trench shall be maintained for one year after completion.
 - (5) Excavation.
 - (a) The applicant shall give a forty-eight-hour notice to the Road Supervisor and Township Engineer or his duly authorized assistant prior to making an opening, except in case of emergency.

- (b) No opening shall be commenced on a Saturday, Sunday or holiday, except in case of emergency.
 - (c) On a bituminous-surface-treated road, the edges of the opening shall be cut straight through the bituminous surface before the trench is excavated.
 - (d) The permittee shall notify and request of the utility companies a markout of underground utilities in the affected areas. No work shall begin without the markouts having been completed. All rock within five feet of a water main or other pipe which will be damaged thereby shall be removed without blasting. No excavation which will damage trees shall be made without the approval of the Township Engineer.
- (6) Backfilling. The permittee shall completely backfill the excavation and replace as great a portion as possible of the material excavated, compacting it by using mechanical tamping equipment, and supply additional material when there is a deficiency. Whenever the Township Engineer or his duly authorized representative shall deem the material unsatisfactory for backfill, the permittee shall backfill the trench with select backfill material, Zone 3, compacted, and shall remove all excess material from the premises. The material shall be placed in layers not exceeding six inches in thickness, moistened where and as directed, and each layer mechanically tramped until thoroughly compacted.
- (7) Restoration of the surface paving and surface paving foundation. After the backfilling of the opening or trench has been completed as above specified, the restoration of the pavement shall be governed by the following applicable rules:
- (a) In the case of an opening or trench in the earth shoulder, the permittee shall restore the top four inches of the trench or opening with material capable of supporting the growth of grass and shall fertilize and seed the surface with grass seed.
 - (b) In the case of a gravel pavement, the permittee shall fill in the top 12 inches of the excavated trench or opening with compacted state-approved I-5 road gravel.
 - (c) In the case of a penetration macadam road which consists of broken stone of various sizes, the permittee may salvage the broken stone and replace it in the top of the trench similar to the original pavement and cover it with two inches of hot-mixed bituminous concrete.
 - (d) In the case of a gravel-based bituminous concrete road, the permittee shall restore the surface with eight inches of compacted state-approved I-5 road gravel covered with two inches of bituminous stabilized base, mix I-2, and two inches of FABC-1, mix 5, top pavement, or surface and base similar to the existing road, whichever is greater.
 - (e) In the case of a bituminous-treated gravel road, the permittee shall restore the surface with 12 inches of compacted state-approved I-5 gravel covered with two inches of FABA-1, mix I-5.
 - (f) In the case of a concrete surface, the permittee shall construct a concrete foundation and shall restore the reinforcement and the concrete pavement as directed by the Township Engineer.
 - (g) In the case of any special condition, the permittee shall restore the trench or opening as directed by the permitting authority. In any case, if the township is required to restore the pavement, the final charges, based on the schedule of costs, shall be billed to the permittee on the completion of the work by the township.

- (h) All driveways shall be constructed in accordance with Chapter 145, Land Use, § 145-30.

§ 180-7. Bond.

- A. Each applicant for a permit for such opening shall post a cash or surety company bond with the township to cover the estimated costs of closing the particular opening for which the application is being made, according to the schedule of estimated costs as from time to time may be set by the Township Committee.
- B. Each such surety bond shall be executed by the permittee as principal therein, and the surety company shall be the surety therein, which surety company shall be one licensed to do business in the State of New Jersey.
- C. Upon completion of the project by the permittee and the restoration of the public road, street or highway in accordance with this chapter, the permittee shall receive back his said performance bond upon proper written application therefor and upon approval thereof by the Township Committee and upon posting of the maintenance bond or cash described in § 180-4C.

§ 180-8. Permit fees.

- A. A schedule of fees from time to time may by resolution of the Township Committee be fixed, determined and established as being the fees to be paid the township for the issuance of permits and for other municipal services in connection with the servicing of such permits and the proper restoration of such openings and trenches.
- B. Such fees shall accompany the applications when filed with the township or its representative.
- C. The fees referred to in Subsection A hereof shall be paid to and become the property of the township and shall be turned over by the Township Clerk to the Township Treasurer within 48 hours, accompanied by a written statement of the source of each fee.

§ 180-9. Powers and duties of Public Works Superintendent.

Unless otherwise specified for the Township Engineer, the Public Works Superintendent shall be the agent and representative of this township to:

- A. Receive all applications, fees and bonds hereunder.
- B. Inspect the sites of the proposed openings or trenches.
- C. Inspect openings or trenches, warning guards, barricades, signs and lights maintained or to be maintained at the respective sites by the permittee.
- D. Inspect the closing of openings or trenches and the restoration of public roads, streets and highways.
- E. Notify the permittee or the township, or both, of any failure, refusal or neglect on the part of the permittee or his employees or representatives to comply herewith.
- F. Make complaint of and prosecute for and on behalf of the township any offense under this chapter.
- G. Administer the provisions of this chapter for and on behalf and in the name of this township, under the direction of and for the Township Committee.

H. Inspect the opening at the end of the maintenance period and report any discrepancies. Upon receipt of a favorable report with respect to the condition of the opening from the Public Works Superintendent, the Township Committee shall discharge the maintenance bond or return the cash deposit, as the case may be.

§ 180-10. Responsibility for damages.

Nothing in this chapter shall be understood or construed by any permittee or other person to absolve any permittee or his employees, agents or contractors of any responsibility for any damage done to any person or property in opening or digging a trench in any public road, street or highway.

§ 180-11. Violations and penalties.

Any person violating or failing to comply with any of the provisions of this chapter shall, upon conviction thereof, be punishable by a fine of not more than \$500 or by imprisonment for a term not to exceed 90 days, or by both such fine and imprisonment, in the discretion of the Judge. The continuation of such violation for each successive day shall constitute a separate offense, and the person or persons allowing or permitting the continuation of the violation may be punished as provided above for each separate offense.

§ 145-30. Off-street parking, loading areas and driveways.

A. Landscaping.

- (1) Except for detached single-family dwelling units and multiple-family buildings, a screen planting, berm, fence, wall or combination thereof, no less than four feet or more than seven feet in height, shall be provided between the off-street parking areas of more than five vehicles and any lot line or street line except where a building intervenes or where the distance between such areas and the lot line or street line is greater than 150 feet.
- (2) All loading areas shall be landscaped and screened sufficiently to obscure the view of the parked vehicles and loading platforms from any public street and adjacent use throughout the year. Such screening shall be by an extension of the building, a fence, berm, wall, planting or combination thereof and shall not be less than four feet in height.
- (3) Each off-street parking area shall have a minimum area equivalent to one parking space per every 30 spaces landscaped with approximately 1/2 of said area having shrubs no higher than three feet and the other half having trees with branches no lower than seven feet. Such landscaped areas shall be distributed throughout the parking area in order to break the view of parked cars in a manner not impairing visibility.

B. Lighting. Lighting used to illuminate off-street parking areas shall be arranged to reflect the light away from residential premises and public streets and shall be in accordance with § 145-26B. The lighting of all off-street parking areas shall be shown, including any deferred parking areas, in accordance with Subsection C hereinbelow.

C. Paving and curbing.

- (1) All parking and loading areas and access drives shall be paved as provided below except that the Board, at the request of the applicant and in consideration of the specific parking needs of the applicant, may permit a reduction in the paved area devoted to parking, provided that:
 - (a) The submitted plan shall include all the parking spaces required by this chapter and shall include those spaces to be paved and those requested not to be paved;
 - (b) All parking areas not to be paved shall be suitably landscaped, and such landscaping shall be indicated on the submitted plan and be in addition to landscaping otherwise required or necessary;
 - (c) The drainage system for the site shall be designed to accommodate the surface water runoff from all parking and driveway areas, considering all such areas to be paved, whether proposed to be paved as part of the application approval or deferred to a possible future date;
 - (d) The applicant shall agree, in writing, on the submitted plan to pave any or all of the nonpaved parking areas should the paved parking areas prove to be inadequate to accommodate the on-site parking needs of the premises; and
 - (e) All driveways for residential lots shall be paved within the road right-of-way or easement with a six-inch-thick reinforced concrete apron where curbs are provided or bituminous concrete to the same specification of the abutting road.
- (2) All parking and loading areas and access drives shall be paved as outlined below unless otherwise specified by the Board and approved as part of the development application approval. All parking areas, regardless of size and location, shall be suitably drained and maintained.
 - (a) Areas of ingress and egress, parking stalls, loading and unloading areas, major interior driveways or access aisles and other areas likely to experience heavy traffic shall be paved with not less than four inches of compacted base course of

plant mixed bituminous, stabilized base course (Mix No. I-2), constructed in layers of not more than two inches compacted thickness and prepared and constructed in accordance with New Jersey State Highway Standards and Specifications for Roads and Bridge Construction (1989), and any amendments thereto. A minimum of two inches compacted wearing surface of bituminous concrete mixtures (Mix No. I-5) shall be constructed thereon in accordance with the aforesaid New Jersey Highway Department specifications, and amendments thereto.

- (b) Where subgrade conditions of proposed paved areas are wet, yielding or of such a nature that surfacing would be inadvisable without first treating the subgrade, the areas shall be excavated to a suitable depth below the proposed grade and filled with dense graded aggregate base materials as approved by the Township Engineer. Where required by the Township Engineer, a system of subsurface drains or an alternate solution approved by the Township Engineer shall be constructed beneath the surface of the paved area and connected to a suitable drain. After the subbase material has been properly placed and compacted, the surfacing material, as described heretofore, shall be constructed thereon.
- (3) All paved parking and loading areas and access drives shall be curbed except single-family residential drives.
- (4) All off-street parking lots shall have adequate designations to indicate traffic flow and parking spaces.
- (5) All construction shall be in accordance with the Standard Construction Details, as promulgated by the Township Engineer and adopted by the Township according to law and the New Jersey State Highway Standards for Road and Bridge Construction, latest edition, and any amendments thereto.

D. Access.

- (1) The center lines of any separate access points to a single lot shall be spaced at least 100 feet apart, shall handle no more than three lanes of traffic and shall be set back from the street line of any intersecting street at least 50 feet or 1/2 the lot frontage, whichever is greater, except that in no case need the setback distance exceed 200 feet. Only one driveway access shall be permitted for one lot with 150 feet or less of frontage; for lots with 150 feet to 300 feet of frontage, two driveways shall be permitted; and for lots with greater than 300 feet of frontage, the number of driveways shall be determined during the development application review and approval process. Continuous open driveways having a width in excess of 25 feet at the street line shall be prohibited except that two-way driveways serving nonresidential uses and multiple-family developments shall be at least 24 feet wide but no greater than 50 feet. The minimum width of any driveway shall be 15 feet. In all instances, due consideration to the proposed width, curbing, direction of traffic flow, radii of curves and method of dividing traffic lanes shall be given. **[Amended 10-14-1997 by Ord. No. 97-6]**
- (2) Curbing shall be depressed at the driveway, or the curbing may be rounded at the corners and the driveway connected with the street in the same manner as another street.
- (3) All points of access to nonresidential and multifamily development shall be graded and adequate drainage facilities installed to prevent stormwater runoff from entering the public road. Any vertical curve on a driveway shall be flat enough to prevent the dragging of any vehicle undercarriage. All driveway profiles and grades shall be submitted to and approved by the Township Engineer. Should a sidewalk be so located with respect to the curb at a driveway opening that a vehicle undercarriage is likely to drag, the sidewalk involved should be adequately depressed or elevated to avoid such a result.

- (4) No driveway access on any collector or arterial road shall be located on the following: on a traffic circle; on a ramp of an interchange; within 30 feet of the beginning of any ramp or other portion of an interchange; or any portion of such road where the grade has been changed to accommodate an interchange.
- (5) Driveways used for two-way operation shall intersect any local, collector or arterial road at an angle as near 90° as site conditions will permit and in no case less than 75°. Driveways used by vehicles in one direction of travel (right turn only) may form an angle smaller than 78°, but only with a collector or arterial road when acceleration and deceleration lanes are provided.
- (6) Where a driveway serves right-turning traffic from a parking area providing 200 or more parking spaces and the abutting road is classified as an arterial or collector road, an acceleration lane shall be provided in accordance with A Policy of Geometric Design of Rural Highways, American Association of State Highway Officials. Where a driveway serves as an entrance to a development providing 50 or more parking spaces, a deceleration lane shall be provided for traffic turning right into the driveway from any collector or arterial road. The deceleration lane shall be at least 200 feet long and 13 feet wide measured from the abutting roadway curbline. A minimum forty-foot curb return radius shall be used from the deceleration lane into the driveways.
- (7) Any curb opening shall be properly reconstructed to the satisfaction of the Township Engineer. Where curbing does not exist and conditions warrant, an adequate drainpipe shall be installed by the owner at the owner's expense, as determined by the Township Engineer prior to the issuance of a building permit on the abutting lot.
- (8) Driveway grades shall not exceed 10%.

E. Location of parking and loading.

- (1) The number of required off-street parking and loading spaces shall be in accordance with the requirements specified in Articles IV and VI of this chapter and shall be located on the same lot or premises as the use served, regardless of the number of spaces required by this chapter. No parking of vehicles shall be permitted in fire lanes, streets, driveways, landscaped areas, aisles, buffer areas, sidewalks or turning areas. The arrangement of off-street parking and loading spaces shall be such that no vehicle shall have occasion to back into any street.
- (2) No perpendicular or angled parking shall be incorporated into through access aisles to parking areas; however, perpendicular or angled parking may be incorporated into no-outlet aisles to parking areas, provided that those aisles do not provide sole access to dwelling units containing more than a total of 250 bedrooms. Where perpendicular or angled parking is permitted, the unencumbered aisle behind such perpendicular or angled parking shall be a minimum of 28 feet.
- (3) Internal roads, parking access aisles, parking areas, curbs and landscaping shall be designed to reasonably accommodate the turning movements of emergency vehicles regularly and routinely serving Pilesgrove Township without requiring the mounting of curbs or interference with landscaping. Where there is a row of contiguous perpendicular or angled parking stalls facing the facade of a building, there shall be a distance of at least nine feet in width between the building facade and parking stalls, defined by curbing, to allow access of an emergency vehicle to the facade of each building facing such parking. Moreover, where required by the Board and/or Township Fire Marshal or other such designated Township official, there shall be a designated fire lane at least 18 feet in width in front of the primary entrance into the principal building where parking of vehicles shall not be permitted.
- (4) All parking and loading areas, temporary stopping areas, maneuvering spaces and driveways and access aisles shall be located in accordance with the provisions of

Articles IV and VI, except that at least 10 feet shall be maintained from any property line or street line for nonresidential uses and multiple-family developments.

F. Type of facility.

- (1) Parking spaces may be on, above or below the surface of the ground. When parking spaces are provided within a garage or other structure, said structure shall adhere to the proper accessory or principal building setbacks, as applicable.
- (2) The provision of parking spaces shall include adequate driveway and necessary turning areas for handling the vehicles for which provision is made. All single-family residential lots not within a planned development and all single-family residential lots within a planned development and having direct driveway access to a nonlocal street shall be provided with an on-site turnaround to permit vehicular access to the road in a head-on direction.
- (3) All side entry garages on single-family residential lots shall be provided with a paved or stoned area a minimum of 33 feet in length in front of the garage door(s) in order to allow for adequate ingress and egress to the garage.
- (4) Except for the driveway providing access to a garage, all parking areas shall be designed to permit a motor vehicle to proceed to and from a parking space without requiring the moving of any other motor vehicles. Aisles providing access to parking areas shall have the following minimum dimensions; where the angle of parking is different on both sides of the aisle, the large aisle width shall prevail:

Angle of Parking Space	One-Way Aisle Two-Way Aisle	
	(feet)	(feet)
90°	22	24
60°	18	20
45°	15	20
30°	12	18
Parallel	12	18

- (5) Parking spaces, including handicapped parking spaces, shall be dimensioned in accordance with the definition of "parking space" in § 145-8 of this chapter.
- (6) Parking for the handicapped shall comply with the requirements of the Barrier-Free Subcode of the New Jersey Uniform Construction Code N.J.A.C. 5:23-7.13 and 5:23-7:14 and the Americans With Disabilities Act (ADA) Accessibility Guidelines For Buildings And Facilities.