



# BOROUGH OF WILKINSBURG

CODE ENFORCEMENT DEPARTMENT

ROOM 304 THIRD FLOOR

605 ROSS AVENUE

WILKINSBURG PENNSYLVANIA 15221

PH 412-244-2923/FX 412-244-2922

## STREET AND SIDEWALK OPENING PERMIT APPLICATION

In accordance with Chapter 226 in Borough Code of Ordinances

APPLICATION DATE: \_\_\_\_\_ PERMIT # \_\_\_\_\_

Applicant Name \_\_\_\_\_ Phone # \_\_\_\_\_

Applicant Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail \_\_\_\_\_ PA One Call Serial # \_\_\_\_\_

Site Location Address \_\_\_\_\_

(CLOSEST PHYSICAL ADDRESS)

### PRIVATE PROPERTY WORK

Property Owner's Name \_\_\_\_\_ Phone # \_\_\_\_\_

Property Owner Address \_\_\_\_\_ E-mail \_\_\_\_\_

### Submittal Requirements

The following documentation is required for a complete application:

- Plan or schematic showing limits of work, location and dimensions of opening
- Bond of approved surety or Trust Company which must remain in effect 24 months after permanent resurfacing:

\$3000.00 per opening

\$10,000.00 for indefinite number of openings

- Certificate of Insurance

**Type of Request** (Check appropriate box and fill-in the blanks):

- Emergency street/sidewalk opening
- Borough Road hole at or under 50 sq. feet
- Borough right-of-way: hole at or under 50 sq. ft.
- Any street or right-of-way opening in excess of 50 sq. feet constitutes a separate opening.
- Sidewalk/ grassy area: hole under 10 linear feet

Sidewalk/ grassy area: hole 10 linear feet and over

Start date: \_\_\_\_\_ Size of opening \_\_\_\_ ft. X \_\_\_\_ ft. Total square feet of opening area: \_\_\_\_\_

**Description of work to be done** \_\_\_\_\_

\_\_\_\_\_

**Inspection required before back-fill.**

Fill Date \_\_\_\_\_ Temporary Resurface Date \_\_\_\_\_

The trench shall be backfilled in accordance with the specifications regulating street excavations within the Borough of Wilkinsburg.

**Safeguards required for permits**

A. All gutters shall be left open so as not to obstruct the free passage of water, and the sidewalks and footways must be kept in a safe and passable condition. All excavations or material from them shall have placed on them sufficient lights and barricades to identify them from all directions during the day and after dark.

B. If, for safety purposes, the Department deems it necessary to install additional warning devices such as lights, barricades or signs, the permittee shall be notified of the decision and shall receive instruction on the installation. In case of emergencies, the Borough may install all additional warning devices deemed necessary by the Department. The Borough shall invoice the permittee for rental and installation costs incurred from the date of installation until the permittee installs warning devices.

C. If the permittee fails to install such devices, the Borough shall invoice the permittee for rentals and installation costs incurred from the date of installation until the date of removal. Payment not made by the permittee within 30 days of the invoice date will be chargeable against the posted bond, including all fees and costs involved in the collection of this payment.

---

**CONTRACTOR INFORMATION**

Business Name: \_\_\_\_\_ PA Cont. Reg.#: \_\_\_\_\_

Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

Address: \_\_\_\_\_ Fax #: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Existing Condition**

- Borough Road:
  - Type:  Brick
    - Concrete
    - Blacktop
- Sidewalk/ grassy area

**All surfaces shall be restored to the original conditions upon completion of the work.**

**Fees**

- Borough Road: hole at or under 50 sq. ft \$300
- Borough ROW: \$300/hole over under 50 sq. ft.  
Any street or right-of-way opening in excess of 50 sq. feet constitutes a separate opening and additional \$300 fee.
- Sidewalk/ grassy area: \$10/hole under 10 linear feet \$10
- Sidewalk/ grassy area: \$10/hole under plus \$1.00/foot over 10 feet. TBC

# WORKERS' COMPENSATION ADDENDUM

(Required to be attached to all permit applications)

## Part 1

The Applicant for the permit, in compliance with Act 44 of 1993, hereby submits, *(check one)*:

- Certificate of Insurance OR Certificate of Self-Insurance Listing the Borough of Wilkinsburg and our Third (Must Attach) demonstrating applicant is insured against claims for personal injury as well as against claims for property damages which may arise from or out of the performance of the excavation work, whether such performance be by the applicant or by anyone directly or indirectly employed by him. Such insurance shall include protection against liability arising from completed operations, underground utility damage and collapse of any property. Liability insurance for bodily injury shall be in an amount not less than \$300,000 for each person and \$300,000 for each accident, and for property damages an amount not less than \$100,000. Failure of an applicant to file a certificate of insurance shall be sufficient reason for denying said permit. The applicant shall save harmless the Borough from any and all damages and liability by reason of personal injury or property damage arising from work done by the applicant under the provisions of this article.
- Affidavit of Exemption

## Part 2

Basis and Affidavit of Exemption

- Applicant is an Individual who owns the property
- Contractor/Applicant is a sole proprietorship without employees
- Contractor/Applicant is a corporation, and the only employees working on the project have and are qualified as "Executive Employees" under Section 104 of the Worker's Compensation Act.
- All of the Contractor/Applicant's employees on the project are exempt-on religious grounds under Section 304.2 of the Worker's Compensation Act.
- Other: Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My signature on behalf of or as the Contractor/Applicant for this permit constitutes my varication that the statements contained herein are true, and that I am subject to the penalties of 18 Pa. C.S.A. 4904 relating to unsworn falsification to authorities.

## Applicant Signature

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only**

Permit Number \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_