

**WHITE HAVEN BOROUGH, LUZERNE COUNTY**  
**APPLICATION FOR EXCAVATIONS OR OPENINGS IN STREET**

PERMIT NUMBER: \_\_\_\_\_

APPLICATION DATE: \_\_\_\_\_

PERMIT FEE: \$75.00

INSPECTION FEE: \$ \_\_\_\_\_ (COST OF BOROUGH ENGINEER)

MAINTENANCE OR PERFORMANCE BOND: \$1,000.00 IF OPENING IS LESS THAN 100  
SQUARE FEET OR \$ \_\_\_\_\_ IF OPENING IS MORE THAN 100 SQUARE FEET.

DIRECTORY INFORMATION

1. APPLICANT'S NAME AND ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

2. OWNER'S NAME AND ADDRESS (IF DIFFERENT THAN APPLICANT):  
\_\_\_\_\_  
\_\_\_\_\_

3. TELEPHONE NUMBER OF:

APPLICANT: (    ) \_\_\_\_\_ - \_\_\_\_\_.

OWNER:    (    ) \_\_\_\_\_ - \_\_\_\_\_.

4. ADDRESS/LOCATION OF PROPERTY (PLEASE BE DESCRIPTIVE):  
\_\_\_\_\_  
\_\_\_\_\_

CONTRACTOR INFORMATION

5. IF THE WORK IS NOT BEING DONE BY THE OWNER, LIST THE NAME, ADDRESS AND  
TELEPHONE NUMBER OF THE CONTRACTOR(S):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. THE FOLLOWING MUST BE COMPLETED IF A CONTRACTOR WILL BE DOING THE WORK UNDER THIS PERMIT:

A. IS PROOF OF WORKERS COMPENSATION ATTACHED TO THIS APPLICATION?  
YES \_\_\_\_\_ NO \_\_\_\_\_

B. IF THE ANSWER IF NO, THEN A NOTARIZED STATE FORM MUST BE ATTACHED.

c. IS PROOF OF GENERAL LIABILITY INSURANCE (MINIMUM AMOUNT OF INSURANCE REQUIRED IS \$500,000.00 AGGREGATE BODILY INJURY, \$250,000.00 FOR EACH OCCURRENCE AND \$250,000.00 FOR AGGREGATE PROPERTY DAMAGE) ATTACHED TO THIS APPLICATION?  
YES \_\_\_\_\_ NO \_\_\_\_\_

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SCOPE AND NATURE OF WORK

7. PROVIDE A COMPLETE JOB DESCRIPTION OF THE PROPOSED WORK BELOW (INCLUDING REASONS FOR OPENING OR CUT):

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**NOTE: A SKETCH PLAN DRAWN TO SCALE MUST BE ATTACHED TO THIS APPLICATION SHOWING LOCATION AND DETAILS OF PROPOSED WORK.**

8. SIZE OF OPENING:

WIDTH: \_\_\_\_\_.

DEPTH: \_\_\_\_\_.

SQUARE FEET: \_\_\_\_\_.

9. APPROXIMATE DATE WHEN WORK WILL COMMENCE: \_\_\_\_\_

APPROXIMATE DATE WHEN WORK WILL BE COMPLETED: \_\_\_\_\_

10. ADDITIONAL INFORMATION:

THE ROAD SURFACE IS IMPROVED TO A WIDTH OF \_\_\_\_\_ FEET.

DISTANCE FROM CENTER LINE TO ROADWAY TO GUTTER OR DITCH \_\_\_\_\_ FEET.

DISTANCE FROM CENTER LINE OF ROAD TO RIGHT-OF-WAY LINE \_\_\_\_\_ FEET.

FOR POLES AND TOWERS. NUMBER OF POLES TO BE ERECTED (IF ANY): \_\_\_\_\_. NEAREST DISTANCE FROM CENTER OF ROAD TO STRUCTURE: \_\_\_\_\_ FEET. DISTANCE OF PROPOSED WORK ALONG THE ROAD: \_\_\_\_\_ FEET.

FOR PIPE LINES AND CONDUITS. THE IMPROVED SURFACE OF THE ROAD (WILL OR WILL NOT) BE OPENED. APPROXIMATE AREA OF OPENINGS IN IMPROVED SURFACE: \_\_\_\_\_ SQUARE YARDS. APPROXIMATE AREA OF OPENINGS ON UNIMPROVED PART: ) \_\_\_\_\_

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SQUARE YARDS. LENGTH OF TRENCH ALONG THE ROAD \_\_\_\_\_ FEET. DEPTH OF  
TRENCH BELOW SURFACE: \_\_\_\_\_ INCHES.

NOTE: THESE DISTANCES MUST BE INCLUDED IN YOUR SKETCH PLAN.

THE INFORMATION, WHICH I HAVE PROVIDED WITHIN THIS APPLICATION, IS TRUE AND CORRECT. I HEREBY AGREE TO OBEY AND CONFIRM TO ALL REGULATIONS OF WHITE HAVEN BOROUGH (INCLUDING THE SPECIFICATIONS FOR THE OPENING AND EXCAVATION OF STREETS IN THE BOROUGH) AND THE COMMONWEALTH OF PENNSYLVANIA IN THE PERFORMANCE OF MY WORK IN WHITE HAVEN BOROUGH. I FURTHER AGREE TO NOTIFY THE BOROUGH OF ANY CHANGES WITH THE INFORMATION PROVIDED IN THIS APPLICATION.

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

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**BOROUGH USE ONLY**

TOTAL AMOUNT OF FEES COLLECTED: \$ \_\_\_\_\_

TOTAL AMOUNT OF BONDING: \$ \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

APPROVAL IS SUBJECT TO THE FOLLOWING CONDITIONS:

\_\_\_\_\_  
CODE ENFORCEMENT OFFICER

**WHITE HAVEN BOROUGH  
SKETCH PLAN DRAWN TO SCALE**

**Indicate North**



I will have the street excavation or opening performed in accordance with the dimensions and location indicated above.

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**Signature of Applicant**