

APPLICATION TO INSTALL PIPE POSTS	CITY OF PHILADELPHIA DEPARTMENT OF STREETS - CONTRACT AND PERMIT UNIT 820 MUNICIPAL SERVICES BUILDING PHILADELPHIA, PA. 19102
NAME OF APPLICANT (Please Print)	HOME ADDRESS
PHONE NO.	

I hereby apply to the Department of Streets, District Highway Office, for permission to install a pipe post or posts on the sidewalk in front (*alongside, in rear*) of premises at _____ in accordance with Section 11-604 (7) of the Philadelphia Code as amended by Ordinance of City Council approved August 30, 1965, and the Regulations of the Department of Streets.

I am filing, herewith, two copies of a plan on 8-1/2" x 11" paper, showing the location of the proposed posts in accordance with regulations.

If deemed necessary, due to non-compliance with regulations or street development, I agree to remove the pipe post or posts within fifteen (15) days after I receive notice from the Department of Streets.

NO. OF POSTS	DATE	SIGNATURE OF APPLICANT
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**REGULATIONS
GOVERNING THE INSTALLATION OF SIDEWALK POSTS**

Written applications for permits shall be submitted to the District Highway Office, Department of Streets. Call 686-5501 for location of nearest office.

Two copies of a plan showing the locations of the proposed posts shall be filed with the application on 8-1/2" x 11" paper.

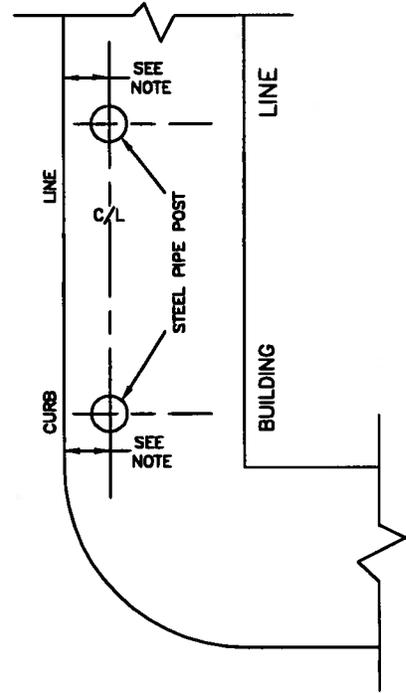
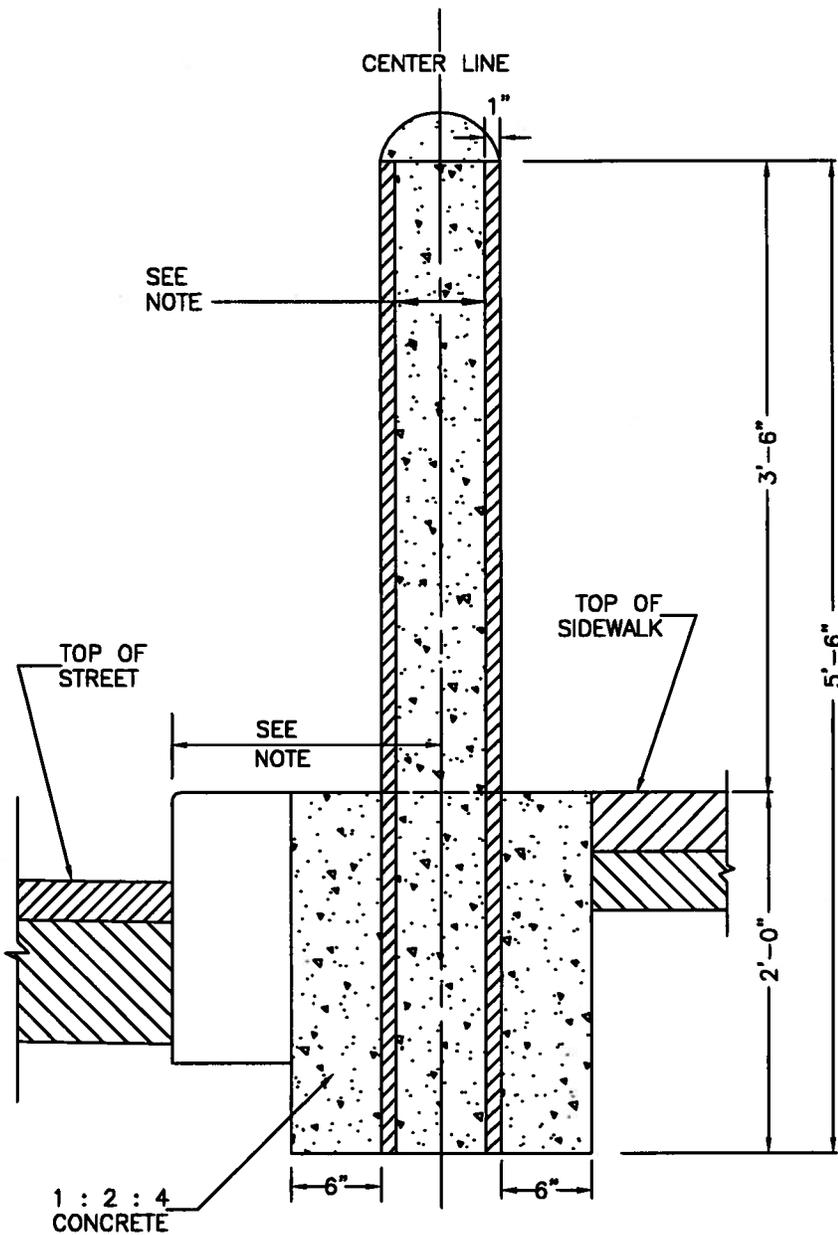
These pipe posts shall be installed in accordance with Section 11-604 (7) of the Philadelphia Code, as amended by Ordinance of City Council approved August 30, 1965.

The installation of pipe posts may be permitted on paved footways of any street at locations to be approved by the Department of Streets. Such installations may be made provided such posts:

- (a) extend 42 inches above the footway grade, and 2 feet below such grades;
- (b) are centered not more than 10 feet apart; nor less than 3 feet apart;
- (c) are centered on a line parallel with the curb lines, 18 inches back of the face of the curb; except on sidewalks 8 feet in width or less, posts shall be centered on a line parallel with the curb lines 12 inches back of the face of the curb and in no event shall be installed in front of existing steps;
- (d) have an inside diameter of 6 inches, and are filled with concrete; except on residential streets with sidewalks 8 feet in width or less, posts shall have an inside diameter of 4 inches and be filled with concrete;
- (e) are not set within 2 feet of any inlet or manhole.

The posts shall be painted a primer coat of ready mixed standard aluminum paint.

PERMIT				
THIS PERMIT IS NOT VALID WITHOUT DEPARTMENT OF STREETS AUTHORIZED SIGNATURE				
We herewith agree to comply with the list of regulations for this permit and regulations of all City Departments. In accepting this permit, we the residents agree to be responsible for all injuries to persons or damage to property that may be caused by this work; to observe all safeguards, including any barricades, danger signals and watchmen that may be considered necessary. At the completion of construction, the barricades are to be removed by applicant and the street left in a clean and safe condition for traffic.				
CONDITIONS AND RESTRICTIONS				
NO. OF POSTS	SIZE	DISTANCE FROM CURBLINE	<input type="checkbox"/> ALONGSIDE <input type="checkbox"/> IN FRONT <input type="checkbox"/> IN REAR	PREMISES:
PLEASE TYPE: PROPERTY OWNER (Name and address)			DATE OF APPROVAL	
			PERMIT NO.	
			AUTHORIZED SIGNATURE	
			TITLE	



NO GUARD POST TO BE
ERECTED WITHIN 2'-0"
OF ANY INLET OR
MANHOLE

NOTE:
USE 4" I.D. STEEL PIPE, CENTER LINE
12" FROM CURB LINE FOR SIDEWALK WIDTHS
8'-0" OR LESS

USE 6" I.D. STEEL PIPE, CENTER LINE 18"
FROM CURB LINE FOR SIDEWALK WIDTHS
OVER 8'-0"

CITY OF PHILADELPHIA			
DEPARTMENT OF STREETS - HIGHWAY DIVISION			
ERECTION DETAIL FOR BOLLARD IN FOOTWAY			
DATE	10-15-03		
DRAWN	K.C.H.		
CHECKED	R.H.C.		
			L-881

§ 11-604. Encroachments Upon and Obstructions of the Streets.

(1) *Building Permits.* No structure listed in this Section shall be erected unless a building permit has been obtained.

(2) *Bicycle Rack.* ⁷⁹ A bicycle rack may be installed provided:

(a) The bicycle rack shall be installed such that the rack, including attached bicycles, does not impede upon the usable sidewalk width as determined by the Department of Streets or interfere with safe egress from any building or facility;

(b) Written permission is obtained from the abutting property owner;

(c) The owner of the bicycle rack (the owner) shall, at his/her own cost or expense, maintain and perform all necessary repairs to the bicycle rack and repair all damage resulting from the installation;

(d) The owner shall remove any abandoned bicycles, bicycle locks, and chains on a regular basis;

(e) Construction of the bicycle rack and its installation shall conform to regulations promulgated by the Department of Streets;

(f) The owner shall obtain a permit from the Department of Streets prior to installation of the bicycle racks;

(g) The owner, as a condition of the permit, agrees to release, indemnify and defend the City from all damages or claims for damages, which may arise by reason of the installation of the bicycle rack in the right-of-way.

(3) *Bulk Windows.* ⁸⁰

(a) No bulk window shall be constructed which:

(.1) projects more than eighteen (18) inches into the street;

(.2) projects closer than three (3) feet to the curb line;

(.3) bears upon ground supports located within the street.

(b) A bulk window shall not:

(.1) have a frontage in excess of fifteen (15) feet;

(.2) be located within two (2) feet of another bulk window;

(.3) be located within two (2) feet of a lot line, party line, or fire division wall, or an interior partition required to have a fire resistive rating;

(.4) be larger than the room to which it is attached.

(4) *Cellar Doors and Steps.* ⁸¹ No cellar door or steps shall extend closer than one foot to the curb line nor more than 4 feet 6 inches onto the sidewalk of a street 50 feet or more wide, or a proportionately smaller distance onto the sidewalk of a street less than 50 feet wide; provided that if this portion of the sidewalk is, in the opinion of the Department of Streets, necessary for pedestrian or vehicular traffic, such cellar door or steps shall be removed at the expense of the owner of the premises.

(5) *Fences and Railings.* ⁸² No fence or railing shall extend beyond the street line so as to reduce the width of the sidewalk to less than 16 feet where the width of the street is 100 feet or more; to less than 14 feet where the width of the street is between 80 and 100 feet; to less than 12 feet where the width of the street is between 50 and 60 feet; or to less than 8 feet where the width of the street is less than 50 feet.

(a) The area enclosed by fence or railing shall be graded to conform with the City Sidewalk Grades as established by the Board of Surveyors. ⁸³

(6) *Porches and Verandas.* ⁸⁴ No porch or veranda shall project beyond the street line.

(7) *Garages.* ⁸⁵ No garage shall project beyond the street line.

(8) *Curb or Sidewalk Posts.* Curb or sidewalk posts may be installed if the Department of Streets determines that such installations are necessary to prevent possible injury to pedestrians or damage to property by motor vehicles coming upon the footway. Such installation may be made provided such posts:⁸⁶

(a) extend 42 inches above the footway grade, and 2 feet below such grades;

(b) are centered not more than 10 feet apart;

(c) are centered on a line parallel with the curb lines 18 inches back of the face of the curb; except on sidewalks eight (8) feet in width or less, posts shall be centered on a line parallel with the curb lines twelve (12) inches back of the face of the curb and in no event shall be installed in front of existing steps;

(d) have an inside diameter of six (6) inches, are filled with concrete and have a metal cap; except on residential streets with sidewalks eight (8) feet in width or less, posts shall have an inside diameter of four (4) inches, be filled with concrete and have a metal cap;

(e) are not set within 2 feet of any inlet or manhole; and

(f) are installed in accordance with any regulations issued by the Department of Streets.

(9) *Wheelchair Elevators.*⁸⁷

(a) *Permits.*

(.1) No person may install any device as defined in Section 11-601(11)⁸⁸ in or upon any sidewalk within the City of Philadelphia unless a permit has been obtained from the Department of Licenses and Inspections with the approval of the Department of Streets for such a period of time as they may deem necessary and reasonable.

(.2) The Department of Licenses and Inspections shall make regulations governing the erection and maintenance of wheelchair elevators, designed to ensure that all such elevators will be:

(a.) structurally safe;

(b.) not obstructive of pedestrian or other travel;

(c.) consistent with public safety;

(d.) in conformity with the general requirements of the Zoning Code, Housing Code, Building Code, Streets Department, Electrical Code and Fire Code.

(.3) No permit to erect or maintain wheelchair elevators shall be granted in the City unless:

(a.) the provisions of this Section and the regulations of the Department of Licenses and Inspections have been complied with; and

(b.) the Art Commission has approved the wheelchair elevator.

(b) *Duties and Obligations.*

(.1) The Grantee shall, at his own cost or expense, maintain and perform all necessary repairs to the device to ensure its safe operation.

(.2) The Grantee shall repair all damage resulting from the installation of any such device, including damage to the footway, base course and all other existing appurtenances.

(.3) The Grantee shall furnish liability insurance against any damage to property and any injury or claims for injury (including death) to any person or persons arising out of the installation, operation, maintenance, repair, construction and removal of any such device. All insurance shall be in form, content and amount satisfactory to the City Solicitor and shall name the City of Philadelphia as a named insured. All such policies of insurance shall be endorsed to provide at least ten (10) days' written notice to the City by the insurance carrier prior to any change in or cancellation of the policies. Evidence of such insurance must be presented to the City prior to the issuance of any permit.

(10) *Electric Vehicle Chargers.* 88.1

(a) *Permits.*

(.1) No person may install any device as defined in Section 11-601(8) in or upon any sidewalk within the City of Philadelphia unless a permit has been obtained from the Department of Licenses and Inspections with the approval of the Department of Streets for such a period of time as they may deem necessary and reasonable.

(.2) The Department of Licenses and Inspections shall make regulations governing the erection and maintenance of electric vehicle chargers, designed to ensure that all such electric vehicle chargers will be:

(a.) structurally safe;

(b.) not obstructive of pedestrian or other travel;

(c.) consistent with public safety;

(d.) in conformity with the general requirements of the Zoning Code, Housing Code, Building Code, Streets Department, Electrical Code and Fire Code.

(.3) No permit to erect or maintain an electric vehicle charger shall be granted in the City unless:

(.a) the provisions of this Section and the regulations of the Department of Licenses and Inspections have been complied with; and

(.b) the Art Commission has approved the electric vehicle charger.

(b) *Duties and Obligations.*

(.1) The Grantee shall, at his own cost or expense, maintain and perform all necessary repairs to the electric vehicle charger to ensure its safe operation.

(.2) The Grantee shall repair all damage resulting from the installation of any such electric vehicle charger, including damage to the footway, base course and all other existing appurtenances.

(.3) The Grantee shall furnish liability insurance against any damage to property and any injury or claims for injury (including death) to any person or persons arising out of the installation, operation, maintenance, repair, construction and removal of any such electric vehicle charger. All insurance shall be in form, content and amount satisfactory to the City Solicitor and shall name the City of Philadelphia as a named insured. All such policies of insurance shall be endorsed to provide at least ten (10) days' written notice to the City by the insurance carrier prior to any change in or cancellation of the policies. Evidence of such insurance must be presented to the City prior to the issuance of any permit.

(.4) *Removal.*

(.a) The Department of Streets may direct removal of an electric vehicle charger at any time for any of the following reasons:

(.1) The electric vehicle charger presents a safety hazard of any kind;

(.2) The electric vehicle charger unduly disrupts pedestrian or vehicular traffic in the area;

(.3) The electric vehicle charger creates a public nuisance;

(.4) The permittee has repeat violations of the terms of its permit; or

(.5) Removal of the electric vehicle charger is necessary in order to perform construction, maintenance, repairs, or other work in any portion of the right-of-way, or any abutting property.

(.b) Upon the expiration and non-renewal of a electric vehicle charger permit, or upon the direction of the Department of Streets, the permittee shall be responsible for promptly removing the electric vehicle charger and for restoring the area to its former condition. If a permittee fails to comply as directed, in addition to any other remedy authorized by this Chapter, the Department of Streets is authorized to abate the violation by removing the electric vehicle charger from the area and restoring the area to its original condition. The permittee shall be liable for the costs of such removal and restoration, including administrative costs, and the Law Department may take action to collect such costs by lien or any other method permitted by law.

(11) The Department of Streets and the Department of Licenses and Inspections may issue regulations as to the extent of the encroachments upon and obstructions of the streets for the protection or facilitation of pedestrian traffic, but encroachments upon or

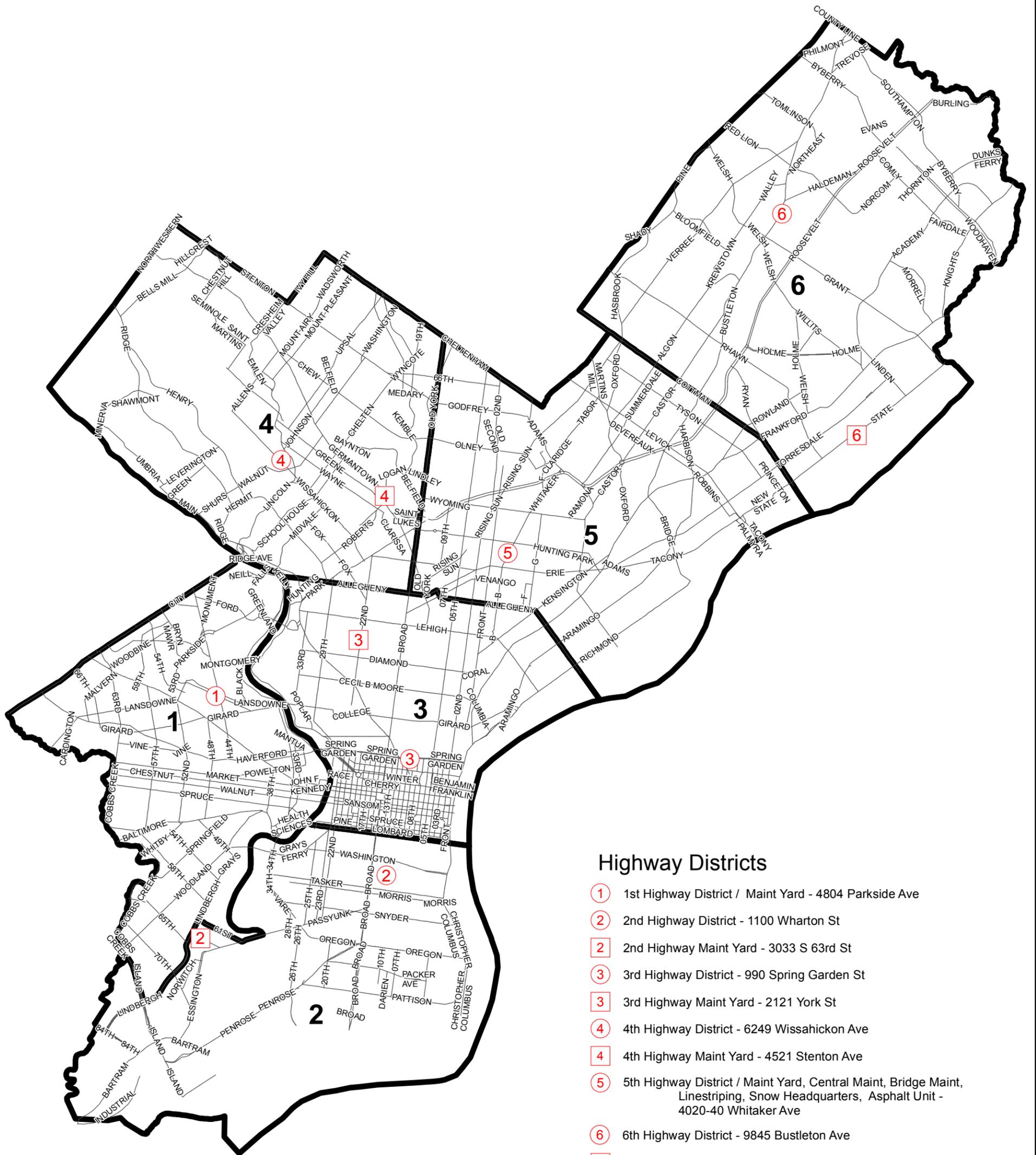
obstructions of the streets greater than those specified in this Section shall not be permitted. 89

(12) *Portable Signs.* Portable Signs, as defined in Section 11-601(11.1) shall not project beyond the street line or lessen the width of the sidewalk in any way. 89.1

CITY OF PHILADELPHIA

DEPARTMENT OF STREETS

HIGHWAY DISTRICTS AND OFFICE LOCATIONS



Highway Districts

- ① 1st Highway District / Maint Yard - 4804 Parkside Ave
- ② 2nd Highway District - 1100 Wharton St
- ② 2nd Highway Maint Yard - 3033 S 63rd St
- ③ 3rd Highway District - 990 Spring Garden St
- ③ 3rd Highway Maint Yard - 2121 York St
- ④ 4th Highway District - 6249 Wissahickon Ave
- ④ 4th Highway Maint Yard - 4521 Stenton Ave
- ⑤ 5th Highway District / Maint Yard, Central Maint, Bridge Maint, Linestriping, Snow Headquarters, Asphalt Unit - 4020-40 Whitaker Ave
- ⑥ 6th Highway District - 9845 Bustleton Ave
- ⑥ 6th Highway Maint Yard - 8401 State Rd

District	Office Phone	Fax	Yard Phone	Fax
1	(215) 685-0168, 69, 72	(215) 685-0178	(215) 685-0170, 71	(215) 685-0178
2	(215) 685-1858, 59	(215) 685-1863	(215) 685-4281, 82	(215) 685-1634
3	(215) 685-3922, 23, 33	(215) 685-3925	(215) 685-9776, 77	(215) 685-9775
4	(215) 685-2191, 92, 65, 66	(215) 685-2190	(215) 685-2193, 94	(215) 685-2164
5	(215) 685-9843, 50	(215) 685-9839	(215) 685-9819, 20	(215) 685-9815
6	(215) 685-0652, 53	(215) 685-0386	(215) 685-8271, 72	(215) 685-8286



