

DRIVEWAY PERMIT APPLICATION

Parts I, II, and III

Do not write in this space
Case No _____
Date Filed _____

Town of Washington, NH

Name of Applicant _____ Phone _____

Applicant Address _____

Owner _____
(if same as applicant, write "same")

Location of Property _____
(street address, plus tax map and lot number)

- I hereby agree to indemnify and hold harmless the Town of Washington and its duly appointed and elected agents and employees against any action for personal injury and/or property damage sustained by reason of the exercise of this permit.
- I have read the Town's Driveway Regulations and agree to abide by their terms.
- I have enclosed the required \$30.00 filing fee.

Owner _____ Date _____
(Signature)



Please fill out this application to the best of your ability. The Select Board and the Director of Public Works will assist you in answering any questions you have regarding the application.

DRIVEWAY DIAGRAM

Sketch the location and extent of the driveway and the curb cut in the space provided below. The sketch need not be to scale, but must show a North arrow, the driveway length and width(s), the distances of the curb cut from the lot side lines, and the configuration of the curb cut in the right-of-way.

Lot Side Line

Lot Boundary

Lot Side Line

Right of Way Area (draw curb cut here)

Roadway Surface (do not draw in this area)

Check all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Permanent | <input type="checkbox"/> Temporary |
| <input type="checkbox"/> New construction | <input type="checkbox"/> Resurface or repave |
| <input type="checkbox"/> Relocate driveway | <input type="checkbox"/> Install or replace culvert |
| <input type="checkbox"/> Modify driveway | <input type="checkbox"/> Logging access |
| | <input type="checkbox"/> Landscape within ROW |
| | <input type="checkbox"/> Other |

Notes _____

PART I: DRIVEWAY ACCESS APPROVAL



Approval must be obtained from the Director of Public Works for driveway access to a Town road prior to construction or alteration, subject to any preconditions as noted below. For driveway access to a State-maintained highway, a separate permit, in lieu of this Town permit, must be obtained from the NH State Department of Transportation (NHDOT) in accordance with their rules and regulations.

1. The location and extent of the driveway, together with the configuration of the curb cut in the right-of-way, must be staked or flagged to correspond with the diagram on page 2 in order to facilitate site inspection.
2. The driveway entrance must be flared at the point of contact with the Town road. The landing will be a minimum of _____ ft. wide between the Town road and the stonewall or edge of Town right-of-way.
3. The culvert is to be located in the ditch line as staked by the Highway Department. The culvert is to be _____ ft. long by _____ inches diameter constructed of steel or smooth wall plastic with an H-20 rating.
4. The driveway landing shall be at the same level as the Town road to a point no less than the stonewall or edge of the right-of-way.
5. All clay and stone must be removed and bank-run gravel or crushed gravel will be used between the road and the stonewall or edge of the right-of-way.
6. The inlet and outlet ends of culverts will be protected by means of a headwall, riprap, or end section. Driveway slopes and drainage ditch will be graded and seeded or rip-rapped as to prevent erosion and as to not obstruct the flow of stormwater.
7. The driveway shall intersect the road as close to ninety (90) degrees as possible.

Additional Requirements _____

Director _____ Date _____

(Signature)

PART II: DRIVEWAY DESIGN AND CONSTRUCTION APPROVAL



Approval of the design of **all** driveways must be obtained from the Select Board prior to construction or alteration to ensure compliance with LUO 307.2 and the appropriate State RSAs.

Additional Requirements _____

Chair _____ (Signature) Date _____

PART III: PERMISSION TO EXCAVATE TOWN ROADS FOR DRIVEWAY ACCESS



Approval must be obtained from the Director of Public Works for any excavation of Town roads necessary for the construction or alteration of driveway access, for example to install utility lines or driveway culverts. Be sure to show the location, size and setbacks of the excavation on the diagram on page 2 of this form. Skip Part III if no excavation is required.

Type of Excavation _____

1. The permittee shall provide a flagman and safety devices as required by the Director of Public Works.
2. The permittee shall notify the Director of Public Works 24 hours prior to beginning work and shall receive permission from the Director to begin work. Work may be restricted by the Director due to weather conditions or time of year and a time limit may be placed on the beginning and ending of work.
3. The permittee agrees to return the disturbed portion of the road to its original condition and will compact backfilled earth in 8" maximum lifts. Pavement will be 3/8" hot bituminous and will be a minimum of 3" thick.
4. Conduits and utility lines will be placed a minimum of 4' below grade wherever possible. Exceptions will be granted where this requirement cannot be met and with the prior consent of the Director of Public Works.
5. Reflective quality marking tape shall be installed in the trench 4" above the utility as to allow the Town to easily locate utilities in the future with a metal detector or other suitable device.
6. The permittee agrees to promptly repair any surface defects to the Town road upon notice from the Director of Public Works during the next 24 months. Any repair shall be completed within a reasonable amount of time from notification.

7. The permittee agrees to release the Town of Washington from any and all claims, demands, and lawsuits, or property damage or personal or personnel injuries, heretofore sustained, or which hereafter arises, in consequence of the work being done at this location by the permittee or its agent as a result of this permit.
8. This permit does not waive the obligation of the permittee to apply for and receive any other applicable local, State, or Federal permits as may be required prior to beginning work.

Bond Required and Amount _____

Director _____ Date _____
(Signature)