



Peter Nourse PE, Director

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DEPARTMENT OF PUBLIC WORKS

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Operations Manager		Highway Superintendent		Recycle Center Supervisor		Bldg & Grnds Supervisor		Sewer System Technician		Clerical Assistant

DRIVEWAY CONSTRUCTION / ALTERATION PERMIT APPLICATION

\$20 Fee Paid _____

Permit No.: _____

New Access
 Second Access
 Pave Existing
 Repair Existing

THIS APPLICATION IS REQUIRED FOR THE CONSTRUCTION OF NEW DRIVEWAYS, OR ALTERATION OF EXISTING TO INCLUDE PLAN RECONFIGURATION, ALTERATION OF GRADES, OR, PAVING OF UNPAVED DRIVEWAYS.

(Print) Property Owner's name: _____		Date: _____
Property Address: _____		
Mail Address (if different): _____		
Map / Lot #: _____,	Phone No.: (____) _____,	Cell No.: (____) _____
Contractor Name: _____		Approx. Start Date: _____
Phone No.: (____) _____,	Fax No.: (____) _____,	Cell No.: (____) _____

Property owner hereby agrees to construct an access (driveway) in accordance with all current Town/ State regulations.

Per the Town's Minimum Road Standards, all new driveways will have a minimum width of 12 feet and a maximum width of no more than 20 feet with 5 foot radii at the edge of pavement at the street. Radii shall be flared to allow proper drainage into any drainage ditches along the roadway. Commercial and industrial driveways shall have a minimum width of 20 feet.

All driveways shall be located a minimum of 15 feet from all side and rear property lines. A paved apron of at least 10 feet or other suitable material is required to ensure that sand, gravel, mud and other debris is not tracked into and onto the public roadway.

The proposed driveway is to have proper site distance of a minimum of 250 feet in all directions and all seasons to ensure safety of access and exit to the property served. Commercial and industrial driveways shall have a proper sight distance of a minimum of 365 feet in all directions and all seasons.

No obstructions are allowed within the Town's right-of-way other than mailboxes. Shrubs, trees, markers, stones, manmade items and other structures shall be outside of the right of way unless specific permission is gained from the Town prior to placement.

Owner shall NOT obstruct the natural flow of water along roadside, in any way whatsoever, and when directed by the Department of Public Works will provide a culvert in proper placement within the ditch line per the Town's Minimum Road Standards, and as sized by the Town. Maintenance and upkeep of same is the responsibility of the property owner as per RSA 236:13, VI.

