TOWN OF GREENFIELD

APPLICATION FOR DRIVEWAY PERMIT

Applicant: _____ Date: _____

Property Address: _____

Contact Information: _____

Type of Road (Check One)

- ▫ Class V – Town Maintained
- ▫ Private – Not Town Maintained
- ▫ Class I, II, or III State Highway
- ▫ Class VI – Town Owned but Not Maintained

Type of Construction (Check One)

- ▫ New Construction
- ▫ Temporary Driveway
- ▫ Resurface/Modify

As the landowner/applicant, I agree to do the following:

A. To bear all costs of construction and materials (including required drainage structures) necessary to complete the driveway to the Town of Greenfield's satisfaction.

B. To hold harmless t he Town of Greenfield and its duly-appointed agents and employees against any action to personal injury and/or property damage sustained by reasons of the exercise of this permit; and

C. To abide by the provisions of the Driveway Regulations and the specifications below:

1) That the driveway be constructed in the location and with the dimensions of jthe diagram supplied with this application.

2) That any change or exceptions to the specifications have written approval of the Code Enforcement Officer.

3) That the Greenfield Code Enforcement Officer has the right to remove or correct, at the owner's expense, any driveway not built in accordance with the Town's Regulations, or as outlined on this application form.

4) Private driveway connections, including structures such as culverts, remain the continuing responsibility of the landowner, even those located within the Town or State right-of-way.

APPLICANT'S SIGNATURE: _____

Please diagram the proposed driveway on the back of this application, or on a separate piece of paper. Include the following information: location, sketch, road names, nearest utility pole number and its location, distances to all property lines from edges of driveway.

AT THE PROPOSED DRIVEWAY LOCATION, FLAG OR STAKE THE ENTRANCE AT THE EDGE OF THE ROAD.

For Official Use Only **Fee Paid: $15.00**

Tax Map # _____ Lot # _____ Permit # _____

Approval _____ Date _____

DRIVEWAY SKETCH

DRIVEWAY PERMIT CHECKLIST

Applicant: _____ Date of Review: _____

Required			Provided	
YES	NO		YES	NO
		1. All driveway access points shall be a minimum of 16 feet wide and a maximum of 30 feet wide at the curb.		
		2. A non-residential driveway intersecting a paved road must be paved for the first 30 feet.		
		3. A residential driveway intersecting a paved road must be paved for the first 20 feet.		
		4. Pavement must be at least 3"of hot bituminous pavement, a 2 "base course, and a 1" wearing course.		
		5. The traveled way must be at least 12 feet.		
		6. The driveway must have at least 13 ½ feet of vertical clearance.		
		7. If gated, the opening must be at least 14 feet wide and the gate may not open into the public ROW.		
		8. A driveway longer than 300 feet must have a turnout within 50 feet of the residence, perpendicular to the driveway, at least 12 x 20, not steeper than 5%, with a 15% inside radius.		
		9. A driveway longer than 1,000 feet must have a passing area every 800 feet, at least 24 x 50, not steeper than 5%.		
		10. A driveway longer than 2,000 feet must have a turnaround with a minimum 90-foot diameter, between 50 and 300 feet from the residence		
		11. The driveway must be constructed of a minimum of 12" of suitable material.		
		12. Horizontal curves with a direction change of more than 30 degrees shall not contain slopes of more than 12%.		
		13. Bridges must be designed by an engineer with a load capacity of at least 60,000 gross vehicle weight.		
		14. Culverts must be at least 12" in diameter with a load capacity of at least 60,000 gross vehicle weight.		
		15. The driveway must be numbered from both directions with a symbol height of at least 4", contrasting with the background.		
		16. Common driveways must abide by road naming rules.		
		17. The driveway may not be steeper than 19%, but should normally not exceed 12%.		
		18. The slope may not exceed 5% within 30 feet of an intersection with a road or other driveway. Slopes greater than 5% up to 8% are allowed if the driveway is shorter than 200 feet and the first 25 feet are paved.		
		19. At the house-side terminus, the grade may not exceed 5% for the last 30 feet.		

Required			Provided	
YES	NO		YES	NO
		20. No more than 25% of the total driveway length may contain slopes of 17% or more.		
		21. Slopes may not exceed 17% within 100 feet of an intersection or the house side terminus.		
		22. Slopes of 17% or more may not extend in any section of the driveway for a distance of more than 150 feet; there must be at least 100 feet of separation between any segments containing slopes of 17% or more.		
		23. The driveway must be designed so that stormwater runoff does not cause flooding, erosion, or other hazard to the driveway or any structures on the property.		
		24. No drainage from the driveway may be discharged onto a public road.		
		25. The driveway must not cause erosion or sedimentation of drainage systems or surface waters.		
		26. A driveway longer than 1,000 feet or that contains slopes of 15% or more must have a drainage plan acceptable to the Director of Public Works.		
		27. The driveway entrance may not be located within 50 feet of an intersecting road.		
		28. The driveway must be set back at least 10 feet from side or rear property lines.		
		29. If two driveways are being proposed within 50 feet of one another, a common access may be required.		
		30. All-season safe sight distance must be in accordance with acceptable standards.		
		31. A driveway crossing a body of water, wetlands, or wetland buffer shall have all required state and local permits.		
		32. There shall be not more than one primary access to the parcel.		
		33. The driveway must intersect the roadway at a 90-degree angle.		
		34. A driveway that provides access to multi-unit residential, commercial or industrial sites must conform to NHDOT driveway design standards.		
		35. A proposed common driveway may require a review by an independent engineer.		
		36. A common driveway may serve only two lots.		
		37. A common driveway will include a maintenance agreement and a deeded easement that defines each property owner's rights and responsibilities.		