

TOWN OF SALISBURY

Application for a Permit to Construct or Alter the Access to a Town Road
(CLASS V) DRIVEWAY PERMIT

Permit No.: _____

Date: _____

Name of Owner(s): _____

Address: _____

Telephone: _____

Access Use or Alteration Proposed: _____

Access Width: _____ Frontage: _____

Road Name: _____ Tax Map and Lot # _____

On the reverse side of this permit application, draw a sketch to include property lines, dimensions of the proposed access and the distances to property lines from the center line of proposed access. For commercial accesses or subdivision of streets, attach engineer drawings. Site shall be staked or otherwise clearly marked for review by the Road Agent. It shall be the responsibility of the applicant to obtain road agent review of the site and signature of this form. The Applicant agrees to construct access in accordance with existing, approved subdivision plans.

Note: Signing this application gives the Road Agent permission to go on the property. Other permits may be necessary. This application expires after 4 years from date above.

Date: _____ Applicant's Signature: _____

Upon Road Agent's Signature this application becomes the Owner's Driveway Permit

Do not write below - For Road Agent's Use:

All driveway entrances must slope away from town roads 1/4" per foot for the first 6' feet. Ditch work of 25' feet each side of culvert on installation is applicant's responsibility.

Culvert required: _____

Drainage required: _____

Fill required: _____

Other maintenance required _____

**Owner responsible for maintenance cost for first year and will be notified of problems/cost.*

Safe sight distance of 200' either direction for residential use, 400' in either direction for commercial use or subdivision streets.

Required safe site direction: YES _____ NO _____ Width of Access: _____

20' Maximum for residential use: _____ 50' Maximum for commercial use or subdivision streets: _____

Road Agent Comments: _____

Application of Initial Driveway Approved: _____ (Road Agent sign/date)

Approval of Final Driveway Installation: _____ (Road Agent sign/date)

(must be approved for Certificate of Occupancy Permit)

Fire Chief Comments: _____

APPLICATION FEES PAYABLE TO THE: Town of Salisbury

\$25 Fee for Residential Permit and **\$75** Fee for Commercial or Subdivision Streets

Accesses constructed in violation of the specifications of this permit shall be corrected immediately upon notification by the Town or one of its agents and at the expense of the property owner. The landowner shall indemnify and hold harmless the Town and its duly appointed agents and employees against any action for personal injury and/or property damage sustained by reasons of the exercise of this permit. Copies of this permit shall be given to the Road Agent, Planning Board, and to the Building Inspector, and a copy shall be placed in the property file.

Driveway Details:

The location shall be shown on the Subdivision plan for all lots off an existing road, and for lots on a newly developed road. The following criteria shall pertain to the driveway location and standards.

1. For all new subdivisions – first twenty (20) feet of driveway cannot pitch more than $\frac{1}{4}$ in per foot (as of 03' regulations).
2. The vertical grade of the driveway within fifty (50) feet of any intersecting street shall have a grade not exceeding two (2) percent.
3. The landing area at the intersection of the driveway and the road shall be a minimum of twenty (20) feet in length, and a slope not exceeding two (2) percent.
4. The driveway shall not interfere with drainage and shall be designed to prevent excessive drainage from the driveway onto the roadway. The driveway shall be properly graded to prevent standing water or other hazardous conditions which could interfere with safe stopping of the vehicle.
5. The driveway shall have a minimum width of twelve (12) feet.
6. Driveways shall not be located within 150 feet of a street intersection.
7. The driveway location shall be selected to provide safe sight distance and shall be in accordance with the standards of the American Association of State Highway and Transportation Officials (AASHTO) or New Hampshire Department of Transportation (NHDOT) standards, the stricter shall apply.
8. Any driveway crossing a wetland or body of water shall have all permits required by the New Hampshire Wetlands Boards and other applicable approval.
9. The driveway shall be laid out to intersect the street as nearly as possible at right angles, but in no case at an angle less than sixty (60) degrees at the right-of-way line.
10. Driveways shall not interrupt the natural or ditch line flow of drainage water.
11. In all cases the driveway shall be wide enough to accommodate emergency vehicles.
12. The property owner shall comply with the requirements of RSA 236:13VI, Driveway and Other Accesses to the Public Way.