



TOWN OF DEERFIELD

Highway Department
P.O. Box 159
Deerfield, NH 03037
603-463-7736

PERMANENT DRIVEWAY APPLICATION

Applicant: _____ Phone: _____

Address: _____

Land Owner (If other than applicant): _____

Proposed Driveway Location:

Road: _____ Tax Map: _____ Lot: _____

Pursuant to RSA 236:13 and regulations adopted hereunder, I apply for permission to construct a driveway entrance as described in this permit. Conditions of this application are printed on the reverse side of this form.

Signed: _____ Date: _____

Property Owner/Agent

Fill out the attached Driveway Permit Sketch and submit the entire form, along with a check in the amount of \$30.00, made payable to the Town of Deerfield. If mailed, please forward to Town of Deerfield, Highway Department, P.O. Box 159, Deerfield, NH 03037.

(Below this line is for Highway Department Use)

Permit # _____ Fee Paid # _____

Driveway Inspector's Recommendations:

Reinforced Concrete Culvert: _____ inches in diameter.

Is sight distance adequate? (check one) Yes No

Additional Comments:

Conditions for Driveway Construction:

- A minimum sight distance of 200 feet in each direction shall be required for all newly installed driveways with possible topographic exception being allowed.
- One driveway entrance is permissible, not to exceed 16 feet width. The driveway entrance may be flared as it approaches pavement.
- The highway right of way is located 25 feet from and parallel to highway centerline.
- Improvements required in this permit must be completed prior to issuance of a Certificate of Occupancy.
- There shall be only one point of access/egress per lot (no double driveways), except stated in the Planning Board regulations under driveways.
- If wetlands are crossed or infringed upon, a dredge and fill permit will be required from the State Wetlands Bureau.
- Other stipulations:
 - The owner agrees to maintain the driveway culvert in good repair.

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## **Approval after driveway has been constructed:**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Deerfield Driveway Inspector

The landowner or his agent, I hereby agree to the following conditions:

- To construct driveway entrance only for bona fide purpose of securing access to private property such that the highway right-of-way is used for no purpose than travel.
- To construct driveway entrance at permitted location in accordance with State Statutes, all provisions of Driveway Permit specification and standard drawings for driveway entrances issued by the New Hampshire Department of Public Works and Highways.
- To hold harmless the Town of Deerfield and it's duly appointed agents and employees against any action for personal injury and/or property damage sustained by reason of exercise of a Town Driveway Permit.
- To furnish and install drainage structures that are necessary to maintain existing highway drainage and adequately handle increased runoff resulting from development and so that no drainage runs onto the town roadway.
- To leave the highway right-of-way of the Town of Deerfield free from all debris such as stones, earth and brush resulting from the construction of such driveway.

**REQUEST FOR WAIVER OF ROAD PROTECTION SURETY REQUIREMENTS**

To the Selectmen of the Town of Deerfield or your designated agent:

I, \_\_\_\_\_, with a place of residence \_\_\_\_\_, hereby request that the Town of Deerfield waive its requirement for the posting of surety for the project described in the application materials as referenced in the applications form(s) attached hereto.

As consideration for said waiver, I individually, (or on behalf of the \_\_\_\_\_) Corporation, as its duly authorized agent; hereby agree that I/The company shall be liable for and obligated to pay to the Town of Deerfield any or all damages resulting from my/the company's use of a Town right of way.

My reasons for submitting this request is as follows (attach a separate sheet if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Witness

**\*\*\*\*\*For Town Use Only\*\*\*\*\***

Decision of Town Official:

Approved

Denied

\_\_\_\_\_  
Highway Agent

\_\_\_\_\_  
Date

Print Name and Title: \_\_\_\_\_

Comments: \_\_\_\_\_

## Driveway Inspector's Recommendations

Applicant: \_\_\_\_\_ Road: \_\_\_\_\_

Tax Map \_\_\_\_\_ Lot \_\_\_\_\_

- \_\_\_ Sight Distance is Adequate
- \_\_\_ Sight Distance is NOT Adequate
- \_\_\_ Driveway is to be built with a 20 foot area entering town roadway with a \_\_\_\_\_ % slope away from a Town roadway.
- \_\_\_ Driveway needs a reinforced concrete culvert \_\_\_\_\_ inches in diameter \_\_\_\_\_ Foot in length with a \_\_\_\_\_ foot setback from \_\_\_\_\_ road. Culvert depth to correspond with existing ditch line and to drain its water away from the town culvert.
- \_\_\_ No culvert is necessary.
- \_\_\_ No work on lot until ditching and culvert are in place.
- \_\_\_ Maintenance on culvert is responsibility of landowner. (RSA 236:13)
- \_\_\_ The Highway Department reserves the right to have the Applicant/Builder/Owner to install a culvert if a swale in driveway does not prove sufficient for water runoff.
- \_\_\_ No work to begin before Wetland Permit are in hand.
- \_\_\_ No work is to be done until bond or waiver is in place.
- \_\_\_ A swale is to be moved \_\_\_\_\_ feet to the \_\_\_\_\_ from what is drawn on plan or application.
- \_\_\_ Under no circumstances is the driveway to be built up higher than the town roadway.
- \_\_\_ Do not destroy hot top on roadway. Applicant will be liable for damages.
- \_\_\_ Once the driveway has been constructed, phone the Driveway Inspector to arrange for him to review and approve the constructed driveway. (NOTE: a Certificate of Occupancy will not be issued without this final approval by the Driveway Inspector)

Everything that is required has been completed during the road construction.

\_\_\_\_\_  
Road Agent Signature

\_\_\_\_\_  
Date

