

SKETCH & SATELLITE MAP (eg: printout of a Google Earth map)

Notes:

- *In developing your driveway access plan, please reference the attached Driveway Access Visibility Diagram.*
 - *Applicant must stake out proposed driveway for inspection by the Road Foreman.*
1. Please prepare a sketch of the parcel and road frontage indicating the location of the proposed driveway access, other existing accesses, the Town highway, drainage/ditches, trees, buildings, etc.
 2. Attach a copy of a Google Map or other Satellite Map of the area.

By signing below, the applicant represents that the information contained in this application is true and correct and that he or she is authorized to file this application.

Property Owner(s) Signature(s) and Printed Name(s)

Date

Applicant(s) Signature(s) & Printed Name(s)

Date

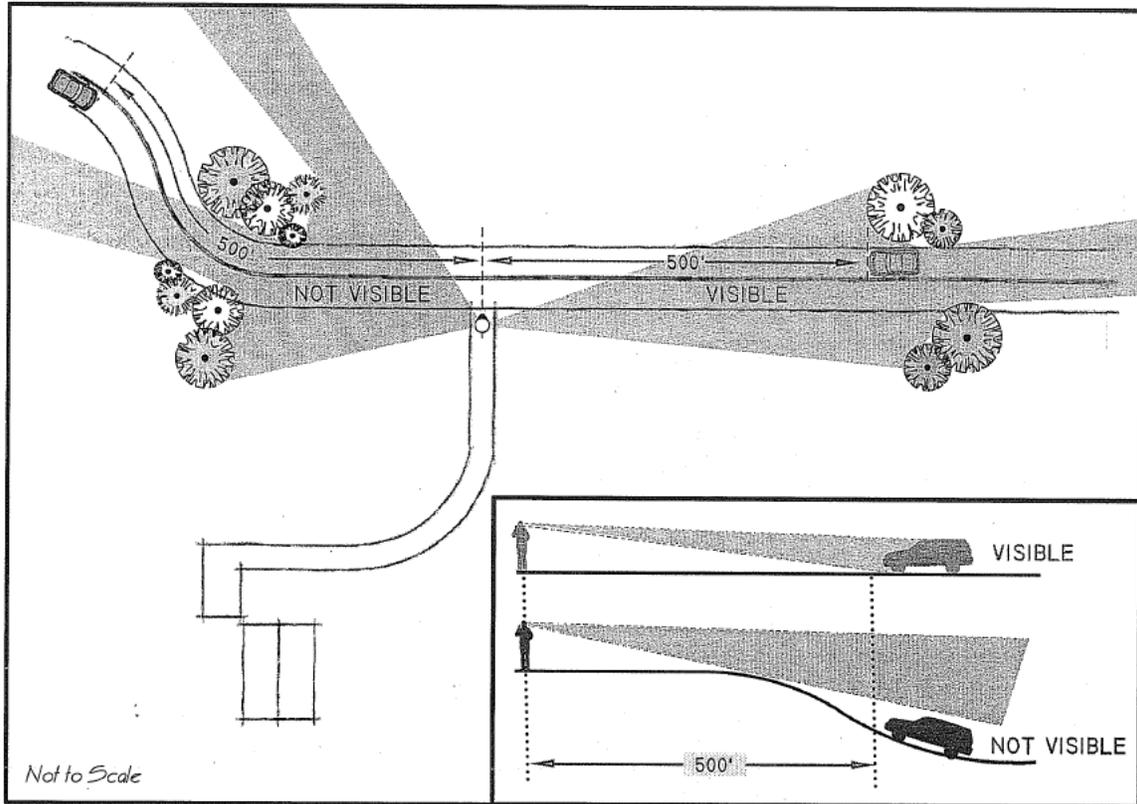
Minimum Requirements

There shall be a minimum 20' approach area to the edge of the shoulder with a maximum grade of -3% in order to keep the driveway entrance area lower than the edge of the shoulder and traveled way.

Visibility standards based on the posted speed limit of the adjacent roadways must be met.

<u>Posted Speed Limit</u>	<u>Minimum Sight Distance</u>	<u>Posted Speed Limit</u>	<u>Minimum Sight Distance</u>
25 mph	280'	40 mph	445'
30 mph	335'	45 mph	500'
35 mph	445'		

Note: Advanced warning signs may be required at the applicant's expense.



No work shall begin on the access and no construction shall begin on the site until the Driveway Permit has been approved.

The permit holder is liable for any damages, repairs, maintenance, correction of problems resulting from construction of this driveway, and for keeping any associated culverts clear of debris for a period of thirty-six (36) months from date of final inspection approval by the Road Foreman.

Driveway guidelines, as recommended by the Huntington Fire Department include:

1. Driveways serving 1 – 3 homes should have a minimum 12' roadway and 2' shoulders; driveways serving 4 or more homes should have a minimum 16' roadway with 2' shoulders.
2. Maximum allowable slope is 15%.
3. Minimum radius of all corners is 48' to center line of roadway.
4. Vertical clearance of 13'6" across full driveway width.
5. Driveway should extend to within 50' of the building.

Review & Approval

Step 1. Preliminary Review

Note: The ZAO +/- or DRB must confirm this request complies with all previous restrictions and decisions related to this parcel (allowable # of access cuts; road footage; etc.).

Zoning Administrative Officer _____ **Date:** _____

(___Meets) / (___Does not meet) all previous conditions applicable to this property.

Comments: _____

Development Review Board _____ **Date:** _____

(___Meets) / (___Does not meet) all previous conditions applicable to this property.

Comments: _____

Fire Chief _____ **Date:** _____

(___Meets) / (___Does not meet) Fire Department's recommended guidelines.

Comments _____

Review/Approval

Step 2. Preliminary Approval

Road Foreman _____ **Date:** _____

Comments: _____

Permit approval is recommended with the following directions, restrictions and conditions.

Culvert Required – yes ___ or no ___; Size - _____

Headwalls: _____

Additional Directions: _____

Review/Approval

Step 3. Final Application Approval

Huntington Selectboard: **Application Approved** **Application Denied**

Provide explanation if application is denied:

Date: _____

Selectboard Chair

Review/Approval

Step 4. Driveway Construction Inspection

I have inspected the site, and verified that the driveway access work was completed as approved.

The Property Owner / Applicant is liable for any damages or problems resulting from construction of this driveway for a period of thirty-six (36) months from the final inspection approval noted below.

A. Road Foreman: _____ Date: _____
(Signature & Printed Name)

Review/Approval

Step 5. Notice to Property Owner / Applicant of Final Inspection
(Prior to the Town Taking Over Maintenance Responsibility)

Letter Advising Property Owner of Upcoming Inspection Date:

_____ Date by which Town Administrator is to send a letter notifying the property owner of their responsibility to prepare the driveway for final inspection approval before the Town will assume responsibility for the ongoing maintenance of the driveway cut and/or culvert.

Verification that letter has been sent to the Property Owner:

Town Administrator: _____ Date: _____
(Signature & Printed Name)

Step 6. Final Approval for Town to Assume Driveway Cut / Culvert Maintenance

Approval for Town to Assume Driveway Cut / Culvert Maintenance

I have inspected the site, and verified that any necessary driveway maintenance has been completed and that the Town will now assume responsibility for culvert maintenance.

Road Foreman: _____
(Signature & Printed Name)

Date: _____

Document Revision History:

01/04/2016 New Driveway Permit Application approved by the Huntington Selectboard

NOTICE – Explanation of Driveway Permit statutory compliance:

This permit is issued in accordance with 19 V.S.A., Section 1111, relative to highways within the control and jurisdiction of the Town of Huntington. The issuance of this permit does not release the applicant from any requirements of statute, ordinances, rules or regulations administered by other government agencies. This permit will be effective upon compliance with such of those requirements as are applicable and continue in effect for as long as the present land use will require a permit. This permit is issued subject to the directions, restrictions and conditions contain herein and any attachment hereto and covers only the work described in this application. Violations are subject to penalties set forth in 19 V.S.A., Section 1111, of fines up to \$10,000 for each violation, plus the actual costs of repairing damage and a reasonable attorney’s fee.