

LITCHFIELD
DRIVEWAY ENTRANCE
PERMIT APPLICATION

MAP _____ LOT _____

NAME _____ TEL _____

ADDRESS _____

PROPERTY ROAD ADDRESS _____

- ENTRANCE USE: RESIDENCE
 TIMBER-HARVESTING/AGRICULTURAL
 COMMERCIAL/INDUSTRIAL

WHO WILL BE PERFORMING REQUIRED WORK?
 TOWN OWN CONTRACTOR

IF YOU CHECKED TOWN, SUBMIT COMPLETED FORM TO ROAD COMMISSIONER TO SCHEDULE WORK. UPON COMPLETION OF WORK, THIS FORM WILL BE RETURNED TO YOU WITH FEE AMOUNT. PAYMENT IN FULL MUST BE RECEIVED BEFORE DRIVEWAY ENTRANCE PERMIT CAN BE ISSUED.

IF YOU CHECKED OWN CONTRACTOR, CULVERT INSTALLATION AND DITCHING WORK MUST BE COMPLETED AND APPROVED BY ROAD COMMISSIONER OR ROAD FOREMAN BEFORE PERMIT WILL BE ISSUED.

CULVERT REQUIRED Y OR N

CULVERT SIZE _____

SIGNS REQUESTED _____
(TOWN MUST APPROVE AND INSTALL NECESSARY SIGNS)

EXPLAIN _____

DITCHING INSTRUCTIONS _____

CON'T NEXT PAGE

SKETCH OF PROPOSED PROJECT

FEE DUE: (IF APPLICABLE) \$ _____

RECEIPT NO. _____

DATE _____

APPROVAL _____
ROAD COMMISSIONER

Section 8 Driveway Entrance Permits

- A The Road Commissioner is responsible for reviewing driveway entrances on Town maintained roads for any parcel of land which agricultural or timber-harvesting uses will be conducted or on which will be built a new structure for a residential, commercial, or industrial unit.
- B A driveway entrance permit will be required for new entrances (constructed) on Town maintained roads from the effective date of this policy. There will be no fee for the Permit.
- C Driveway Entrance Permit Standards
- 1 Sight distance in each direction is equal to or greater than 10 times the posted speed limit for the section of the road where the driveway entrance is located.
 - 2 Applicable standards contained in the Land Use Ordinance Section 10 are followed.
 - 3 A new culvert, made of corrugated metal having a minimum gauge of 16, a minimum diameter of 15 inches, a minimum cover of gravel equal to or exceeding the diameter of the culvert, shall be installed, if necessary as determined by the Road Commissioner.
 - 4 Inlet and outlet ditches are constructed in such a manner as to prevent ponding of the road drainage and slope ratios consistent with existing ditches.
 - 5 Erosion control measures shall be used at the entrance site.
- D The landowner is responsible for constructing the driveway entrance per the standards contained in this Ordinance. When the Road commissioner determines a change to these standards is warranted due to site conditions, he may require as applicable the trimming of vegetation, installation of signage, installation of larger culverts, or additional ditching.
- E The landowner may have a private contractor of their choice meet the entrance standards or the may schedule the Town's Public Works Dept to meet the standards. The town will bill the landowner for labor and equipment (not to exceed MDOT rates) plus any cover material, culverts, or contracted ledge blasting required for installation.
- F Driveway Entrance permits will not be issued until all installation standards are met and any installation cost to the Town have been paid.
- G The Town will maintain the culvert at driveway entrances for which the road Commissioner has granted a permit.
- H Any Application for a building permit on any parcel of land on which a new structure for a residential, commercial or industrial unit will be built and which has a driveway entrance on a Town maintained road that has not received an entrance permit from the Road Commissioner shall not be approved.
- I This standard is established by Board of Selectmen pursuant to Title 23 MRSA Sections 705 and 3251.