

**Selectmen's Office
Surry, New Hampshire**

APPLICATION FOR DRIVEWAY ACCESS OR DRIVEWAY CONSTRUCTION

Map # _____ Lot # _____

Prior to the construction of any driveway, entrance, or other access in Surry, this application shall be filed and approved. Standards for the construction of driveways are contained in both the Surry Driveway Regulations and Subdivision Regulations, and are attached to this application as a checklist for conformance. These standards apply to all driveways in town, whether they are located on state or town roads.

Name of Applicant/Lot Owner _____

Address _____ Telephone _____

Name of Applicant, if different from owner _____

Contractor _____ Telephone _____

Public Road to Driveway _____

Estimated Length of Driveway _____ Slope of Land _____ % Slope of Driveway _____ %

Will this driveway provide access to more than one living unit or use? _____

Are any state or federal approvals/permits required? If so, please attach.

“I have read the Driveway Standards of the Town of Surry and understand that failure to comply with these standards, or failure to complete construction of this driveway within one year of the date of approval of this application shall render the permit null and void.”

Signature of Applicant _____ Date _____

ATTACH A **SITE PLAN** SHOWING (see Article VII):

- q location of existing and/or proposed driveway(s) on the lot frontage
- q distances to other driveways or roads within 200 feet on both sides of the road
- q width of existing and/or proposed driveway(s)
- q indication of sight distance in each direction
- q planned bridges, culverts, and/or drainage ditches

**NO APPLICATION WILL BE CONSIDERED UNLESS ACCOMPANIED BY AN APPROPRIATE
SITE PLAN (See Article VII).**

APPROVALS:

.. Planning Board _____ Date _____

.. Conservation Commission _____ Date _____

.. Selectmen _____ Date _____

DRIVEWAY PERMIT CHECKLIST

YES NO

A. Driveway Cuts on Town Roads

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|-----|-----|-----|--|
| ___ | ___ | 1. | All driveway cuts shall be on Public Streets (Class V or better roads). |
| ___ | ___ | 2. | No driveway cut within 50 feet of the nearest edge of an intersecting road, measured between nearest edges. |
| ___ | ___ | 3. | A minimum of a 150-foot all season safe sight distance. |
| ___ | ___ | 4. | When proposed driveway cuts on the same side of the road are within 50 feet of each other, a common access may be required |
| ___ | ___ | 5. | Only one primary access to a single parcel of land is allowed. |
| ___ | ___ | 6. | Driveway cuts shall intersect roadways at an angle of 60 - 90 degrees. |
| ___ | ___ | 7. | Driveway cuts shall be constructed in accordance with Town of Surry setback regulations in the zoning ordinance, but in no case closer than 10 feet from abutting property lines and easements. |
| ___ | ___ | 8. | The driveway cut shall slope down 5% from the road to a ditch center line without a culvert. |
| ___ | ___ | 9. | The driveway cut shall have a minimum width of 16 feet at the intersection of the road and for a distance of 20 feet from the road. The cut may be flared out as it approaches the road. |
| ___ | ___ | 10. | If a culvert is required for proper drainage, it shall be a minimum of 15" in diameter and long enough to accommodate a 3:1 side slope, or to maintain the driveway width dimensions. It shall be of new galvanized steel, reinforced concrete or HDPE. |
| ___ | ___ | 11. | Culvert design shall conform to the most recent NH DOT specifications. The culverts shall be installed by the landowner under the supervision and with the approval of the Selectmen or their designee. |
| ___ | ___ | 12. | The drainage ditch shall be 6 inches below the outlet end of the culvert and drop at least one-quarter inch per foot to the nearest point of drainage relief. |
| ___ | ___ | 13. | Driveway cuts providing access for multi-unit residential, commercial, or industrial uses shall be designed to conform with good engineering practice using the NHDOT manual, <u>Administrative Rules for the Permitting of Driveways and Other Accesses to the State Highway System</u> as a guide. |
| ___ | ___ | 14. | Driveways shall not interrupt the natural or ditch line flow of drainage water. Where shallow ditch lines or natural drainage courses exist, driveways may be swaled at a point beyond the shoulder to accommodate the flow of storm water. |

DRIVEWAY PERMIT CHECKLIST

YES NO

B. All Driveways

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|------------|------------|----|---|
| <u> </u> | <u> </u> | 1. | All driveways shall be a minimum width of 12 feet. |
| <u> </u> | <u> </u> | 2. | Driveways shall be constructed in accordance with Town of Surry setback regulations in the zoning ordinance, but in no case closer than 10 feet from abutting property lines and easements. |
| <u> </u> | <u> </u> | 3. | Driveways shall not interrupt the natural or ditch line flow of drainage water. Where shallow ditch lines or natural drainage courses exist, driveways may be swaled at a point beyond the shoulder to accommodate the flow of storm water. |
| <u> </u> | <u> </u> | 4. | No driveway shall have a slope of over 15%. Any driveway with a slope over 10% must be reviewed by the Selectmen or their designee for safety issues. |
| <u> </u> | <u> </u> | 5. | Any driveway crossing a wetland or body of water shall have all permits required by the Wetlands Board. |
| <u> </u> | <u> </u> | 6. | Any bridges shall be constructed in accordance with sound engineering practices and as approved by the Selectmen or their designee. |
| <u> </u> | <u> </u> | 7. | No structures (including buildings), permanent or portable signs, lights, displays, fences, walls, etc. shall be permitted on, over, or under the town road right-of-way. |
| <u> </u> | <u> </u> | 8. | Driveways that are over 300 feet in length must be approved by the Surry Fire Engineers. |