

**Town of Effingham
Driveway Permit Application**

A fee of \$25 must accompany this application - Payable to: Town of Effingham

Fee paid []

(date received)

Property Owner(s): _____ Telephone: _____

Mailing Address: _____ Zip: _____

Email Address: _____

The undersigned hereby requests permission for the construction, alteration, repair or relocation of a driveway, entrance or access way (hereafter referred to as driveway). Standards for driveways are specified within the Effingham Driveway Regulations. Where the driveway enters a state road, state regulations also apply. Permit is void in the event of misrepresentation and/or non-compliance with the zoning ordinance, site plan review and subdivision regulations (if applicable) and other applicable State and Town laws and regulations.

I authorize the Town of Effingham to enter my property to review the specifics of this application.

I have read the Driveway Regulations of the Town of Effingham and understand that failure to comply with said regulations will render the permit null and void.

I understand that the Town of Effingham reserves the right to take up to 30 days to make a decision on this application.

Signature of Applicant(s)

Date

Property Information

Project Location: Tax Map # _____ Lot # _____ Lot Size _____ District _____

Street name and address of project location: _____

Public Road to Driveway _____ Lot Frontage _____ (Lot frontage is your road frontage)

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

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

2- Are you requesting a waiver? Yes [] No [] If yes, state which sections: _____

3- Are state or federal permits required? Yes [] No [] If yes, please attach.

Contractor _____ Telephone# _____

Please attach a sketch showing: the location of existing and/or proposed driveway(s) on the lot frontage; distances to other driveways or roads within 200 feet on both sides of the road; width of existing and/or proposed driveway(s); indication of sight distance in each direction; planned bridges, culverts and/or drainage ditches.

You must clearly mark the entrance of the new driveway at the site prior to the ZEO reviewing your proposal.

Please read and sign the following statement if you, as owner, designate an agent (co-applicant) to act on your behalf.

I designate the person listed below as my agent for the purpose of procuring a Driveway Permit.

Representations made by my agent may be accepted as though made by me personally.

I understand that I am bound by any official decision made on the basis of such representations.

Agent Name: _____ Telephone# _____ Email _____

Agent Address: _____

Owner's Signature(s) _____ Date _____

Mail completed form to: ZEO, Town of Effingham, 68 School Street, Effingham, NH 03882 or deliver it to the Town Office

Office use only

Date of Site Visit _____ Reviewed file [] Date Application Approved _____ Date Application Denied _____

Will a bond be needed? Yes [] No [] Will a waiver be needed? Yes [] No []

Additional Permits or Approvals Required _____

Signature of authorized official _____ (stamp)

DRIVEWAY GUIDELINES FOR THE TOWN OF EFFINGHAM, NH

The complete Driveway Regulations are available at: <https://www.effinghamnh.net/town-documents-2/>

PERMITS

- A Driveway Permit is required to construct or alter in any way that affects the size, grade, location, or type of surface of any driveway to any private, town or state road. Applications that do not require approval by the Planning Board will be issued by the Zoning Enforcement Officer in conformance with these regulations. Applications for driveways involving Steep Slopes (Article 17), Wetlands (Article 16), Major Site Plan Review, or Subdivision must be submitted for Planning Board approval. The submission of an application shall constitute authorization by the landowner for the Planning Board or Zoning Enforcement Officer, or designee, to enter upon the property, to investigate the facts giving rise to the application and to ensure compliance with these regulations.
- * Applications for a Driveway Permit must include a drawing of the proposed location, and the \$25.00 application fee.
- Applicants must clearly mark the location of the proposed driveway at the site,
- Driveway Permits expire one (1) year from the initial date of issue. Permits may be renewed prior to expiry with no additional costs.

ACCESS POINTS

- If a property is bounded by two roads, the access should be via the safest road as determined by the Zoning Enforcement Officer, by considering proximity to intersections, road surface, drainage, safe-sight distance, and topography.
- Curb cuts should be limited to one per lot, except where the Zoning Enforcement Officer has determined that a second cut is warranted. A scale drawing indicating the features necessitating the second access must be submitted for the Zoning Enforcement Officer to make a determination.
- A second cut may be granted under the following conditions:
 - A. A second cut is necessary for access to a secondary use or structure, and the physical constraints of the lot, including natural features, unusual lot shape or size, or elevation change necessitates the second access.
 - B. A second access is necessary to allow handicapped access for an individual who is a permanent resident of the property.

DESIGN REQUIREMENTS

- All newly constructed driveways shall be constructed as follows:
 - A. Driveways must be graded and have proper drainage to prevent runoff from entering a Town right-of-way. When necessary, as determined by the Zoning Enforcement Officer, drainage culverts shall be installed as follows:
 1. Twelve (12) inch riveted aluminized, corrugated steel pipe, polypropylene or aluminum, at least twenty (20) feet in length, are required as a minimum.
 2. All culverts must have headwalls (stone, concrete or masonry) built on each end. Applicant shall own and have continuing responsibility for the maintenance, repair, and replacement of the culvert.
 3. Minimum one (1) foot cover over culvert.
 - B. Sight distance is measured ten (10) feet back from the edge of the roadway and three (3) foot, nine (9) inches high. This may require clearing of brush and/or trees. Sight Distances shall be compatible with the maximum speed limit posted on the road:

<u>Speed Limit</u>	<u>Sight Distance</u>
<= 30 MPH	200
40 MPH	300
50+ MPH	400
 - C. Driveway width shall be twelve (12) feet minimum for the first fifty (50) feet measured from the property line.
 - D. Any driveway with a slope greater than 15% requires review according to Article 17 of the Zoning Ordinance.
 - E. All driveways shall approach the right-of-way line at a grade of not more than 3% for a minimum distance of twenty (20) feet.
 - F. A driveway, entrance, exit or approach shall be no closer than 150' from any intersection of highways and streets whenever possible.
 - G. Access to the highway shall be at an angle of no less than 60 degrees, and at a 90 degree angle wherever possible.