Town of Hopkinton, NH
Application for Driveway Permit
330 Main Street · Hopkinton, NH 03229
www.highwaysup@hopkinton-nh.gov

Fee: $25.00

PROPERTY INFORMATION

Street/Driveway Address	Tax Map No.	Tax Lot No.	

OWNER/CONTRACTOR INFORMATION

Owner's Name:	Contractor's Name:
Mailing Address:	Mailing Address:
City/State/Zip:	City/State/Zip:
Phone (days):	Phone (days):
Email:	Email:
Note: Please indicate whether you would prefer your PERMIT emailed or mailed (circle one).	

Please check all that is applicable:

☐ Residential ☐ New Construction ☐ Existing Construction ☐ Temporary ☐ Resurface/Modify

Please check whether paved or gravel: ☐ Paved ☐ Gravel

As the property owner, I hereby agree to and understand the following:

(1) In accordance with **RSA 236:13**, please be advised that the property owner(s) to which this driveway provides access shall have the continuing responsibility for the adequacy of the access and any grades, culverts, or other structures pertaining to the access, whether or not located within the public right-of-way.

(2) If this access becomes a potential threat or hazard by reason of situation, flooding, erosion, frost action, vegetation growth, improper grade, or failure of any culvert, the property owner is responsible for all corrective action and for obtaining all necessary permits.

(3) To construct driveway entrance(s) only for the bona fide purpose of securing access to private property such that the roadside right-of-way is used for no purpose other than travel.

(4) To furnish and install drainage structures that are necessary and prescribed to maintain existing roadside drainage and adequately handle increased runoff resulting from development.

(5) To hold harmless the Town of Hopkinton and it's duly appointed agents and employees against any action for personal injury and/or property damage sustained by reason of the exercise of this permit.

(6) The Town hereby places all property owners on notice that in designing and constructing a driveway beyond the limits of the road right-of-way, care and consideration should be given to the fact that **emergency vehicles** generally are not able to access driveways that exceed a grade of 15% and/or that have curves with an inside radius less than 22.5. It is solely the property owner's responsibility if emergency vehicles are not able to access the site.

(7) **Driveways that abut paved streets shall be constructed with paved aprons** that shall be as wide as the driveway. The paved apron shall be constructed in such a way as to protect the edge of the street from deterioration.

The signature(s) below certifies that the Applicant/Owner has read this application, including the Town's Driveway Regulations, and understands and will adhere to the property owner(s) responsibilities.

_____ _____

Signature of Owner Date

NAME:_____ TAX MAP/LOT:_____

DIAGRAM SHALL INCLUDE <u>DISTANCE FROM PROPERTY LINES TO DRIVEWAY AND WIDTH OF DRIVEWAY</u>.

STREET NAME:_____

Please mark the driveway's edges as it approaches the Town's roadway with grade stakes tied with a survey ribbon or other colored marking. Any questions, call the Department of Public Works at (603) 746-5118.

FOR SUPERINTENDENT'S USE

Permit #:_____
Date Approved:_____

Permission to construct a driveway, entrance, exit, approach, adjoining _____ pursuant to the location and specifications as described below is hereby granted. Failure to adhere to standards and failure to complete construction of said facility within **one calendar year** of the date of this permit shall render this instrument null and void. Facilities constructed in violation of these conditions shall be corrected immediately upon notification by a Town Representative. The cost of removing said facility shall be borne by the owner.

It is understood that this entrance/driveway is being constructed for the purpose of gaining access to _____.

SPECIAL INSTRUCTIONS:_____

_____

_____

1) This permit requires that the area adjacent to the Highway be graded such that the surface will slope from the edge of pavement to a line _____feet distance from and parallel to the pavement and _____inches below the edge of pavement (for the entire frontage of the property) which line will serve as a drainage gutter.
2) Driveway entrance(s) is (are) permissible, each not to exceed _____feet in width. Entrances may be flared as they approach the pavement.
3) The Highway right-of-way line is located approximately _____feet from the parallel to the centerline of Highway pavement.

_____
Highway Superintendent