

TOWN OF CHATHAM HIGHWAY DEPARTMENT
865 Cty Rte 13, Old Chatham, NY 12136
Telephone (518) 794-7281, Email: Highway@chathamnewyork.us

Application for "DRIVEWAY WORK PERMIT"
PERMIT #: D2019-_____

The undersigned hereby applies for a Driveway Permit to completely perform work within three (3) months from the date of issuance in accordance with the conditions and restrictions provided in the attached form PERMIT and any final conditions provided in the final permit. Application Fee of \$50.00 must be submitted with application before permit is processed. (Check payable to: Town of Chatham) Copy of Certified Excavator Certification must be submitted with application.

Check # _____ Excavator Certification #: _____

Accepted By: _____ Date: _____

PROPERTY OWNER: _____

MAILING ADDRESS: _____

TELEPHONE #: _____ FAX: _____

CONTRACTOR: _____

ADDRESS: _____

TELEPHONE #: _____ FAX: _____

BUILDING SITE LOCATION: _____ TAX GRID#: _____
(Driveway must be marked out at the proposed intersection with the roadway prior to preliminary viewing.)

PROPERTY TYPE (x):

- Commercial / Nature of Business: _____
- Industrial / Nature of Business: _____
- Residential
- Other: _____

WORK TO BE PERFORMED (Provide Sketch): _____

The applicant agrees to deposit with the Town of Chatham Highway Department, a certified check in the sum of \$_____ as security that the Town Highway described herein will be restored to its original condition at the expense of the applicant as soon as the work authorized herein has been completed; and, the Town of Chatham is hereby authorized to expend all or so much of said deposit as may be necessary for that purpose, should the applicant neglect or refuse to do the same.

Check # _____ Date: _____ Accepted by: _____

ADDITIONAL SPECIAL CONDITIONS: _____

Signature of Property Owner

Date

TOWN USE ONLY:

Date Received: _____ Date Permit Issued: _____	Date Inspected: _____ _____ Acceptable _____ Not Acceptable
X	X
Signature Highway Superintendent _____ Date _____	Signature Highway Superintendent _____ Date _____

CONDITIONS AND RESTRICTIONS

1. All work performed under this permit shall be constructed in accordance with the Town of Chatham Highway Specifications.
2. The work authorized by this permit shall be performed under the supervision and to the satisfaction of the Town Superintendent of Highways.
3. The applicant agrees to pay all necessary expenses incident to the supervision and inspection of the above work by the Town Superintendent of Highways.
4. The Town Superintendent of Highways shall be given one week's notice by the applicant of the date when it intends to begin the work authorized by this permit, together with prompt notice of completion of said work.
5. The applicant hereby indemnifies and agrees to hold the Town of Chatham harmless from any damages of any kind or nature which may arise during the progress of the work authorized by this permit.
6. The applicant certifies to the Town of Chatham that all persons engaged or performing the work authorized hereunder are duly covered by workmen's compensation insurance and that the Town of Chatham shall be held harmless on account thereof.
7. Traffic shall be maintained by the applicant on the Town Highway while the work authorized herein is in progress and until its final completion.
8. All excavated material will be removed from the site and replaced with processed gravel. Back fill will be tamped in six (6) inch lifts.
9. Any required culverts will be of minimum fifteen (15) inch unless otherwise permitted by the Town Highway Superintendent.
10. No excavation will be left open overnight. Any opening off a Town Road will be properly barricaded and marked.
11. The Town Superintendent of Highways reserves the right at any time to revoke, modify or annul this permit if the applicant fails to comply with the terms and conditions set forth herein.
12. Unless otherwise noted, all residential driveways shall be constructed with a blacktop apron constructed over a twelve (12) inch gravel subgrade. In no case shall the apron extend less than 20 feet from the edge of the paved road surface. In no case shall the apron be less than 15 feet wide. The apron shall be constructed of hot mix asphalt concrete plant mix and shall have a finished compacted thickness of three (3) inches.
13. The applicant will submit securities in the amount specified by the Highway Department to guarantee the restoration of the site to its original condition. Costs incurred by the Highway Department for corrective measures to the Town highway that may be needed due to conditions related to incomplete or unacceptable permit work shall be borne by the applicant undertaking the activity.
14. Culvert length to be determined by Highway Superintendent. Flared head wall ends as required.

DRIVEWAYS

A. PERMITS:

1. The owner of the parcel, logger, contractor or the developer shall obtain all necessary permits and construct all driveway entrances to the satisfaction of the governing agency.
2. No work shall take place along a Town Highway until a permit has been obtained from the Town Highway Department or governing agency.

B. DESIGN:

1. Driveways shall be designed similar to a road intersection. A driveway center line shall be offset from a road intersection center line a minimum of 125 feet. Driveways shall have adequate sight distance.
2. Unless otherwise allowed by the Planning Board a separate driveway shall be required for each lot.
3. The minimum pavement or gravel width for driveways at the roadway shall be twelve (12') feet. The minimum overhead clearance shall be twelve (12') feet.
4. Driveway grades shall have a negative gradient of 2% within (25') feet of the roadway. Where positive elevations are sought, the developer shall submit driveway profiles, grading plan and cross sections to permit a technical evaluation of the proposal by the Highway Superintendent or the Town Engineer.
5. The driveway entrance, curbing, gutter, drainage ditch and roadway interference shall be designed:
 - a. Not to channel drainage water from driveway onto or across the roadway.
 - b. Not to channel drainage water from roadway onto driveway.
 - c. Not to interfere with drainage flow along curbing gutter or drainage ditch.
6. All positive grade driveways shall continue at positive grade to the edge of pavement of the road to prevent ponding.
7. Driveways shall be designed to provide Fire Department apparatus access to within a distance of (150') feet or less of the structure it may be called upon to protect. No turn shall be of such a degree as to prevent access of Fire Department apparatus.
8. Driveways shall be able to support a thirty-ton, three axle apparatus.

C. CONSTRUCTION:

1. For driveways constructed in wet areas, all unsuitable material shall be excavated and replaced with suitable material. Curtain drains should be installed which discharge into the roadway storm drain system.
2. Temporary driveways associated with construction, logging, or other similar use shall be provided with an anti-tracking construction entrance consisting of (12") inch thickness of compacted 1 ½" stone.
3. See also Subdivision of Land Regulations.

***IT'S THE LAW, CALL BEFORE YOU DIG.
Underground Facilities Protective Organization: 1-800-962-7962
GIVE AT LEAST THREE FULL WORKING DAYS NOTICE!
EXCAVATOR CERTIFICATION REQUIRED***