

Driveway Application and Permit Town of Grafton

PO Box 299, Grafton, NH 03240
603-523-7700

INSTRUCTIONS:

1. Complete application and sketch with appropriate distances. If completed by agent, a letter from property owner designating agent must accompany application. Incomplete applications will not be considered and will be returned to applicant.
2. Submit application and permit fee of \$25.00 to the Road Agent or Selectmen's Office. **If fee and application are not submitted prior to construction, the fee will be \$75.00 for an after-the-fact application.**
3. Road Agent will review application and applicant will be notified of approval or denial of driveway construction plan.
4. Construction may start **after** the construction plan has been approved by the Road Agent.
5. Upon completion of driveway, notify Road Agent. The Road Agent and will inspect the driveway's construction per submitted plan. **If applicant fails to notify Road Agent, application will be voided.**

CONSTRUCTION REQUIREMENTS:

1. Proposed driveway must be marked with stakes and ribbons to identify the location.
2. Driveway shall have and maintain a minimum of 200 feet clear site distance on either side of the driveway where possible. Driveways causing visibility problems shall be posted.
3. Surfaces shall, at minimum, be graveled with maximum stone size of 3 inches. Gravel under and around culverts shall be a maximum of 1 1/2 inch stone.
4. If driveway is on an incline, the Road Agent shall determine the length of a level landing to be required to provide proper stopping distance before entering the road.
5. Where ditch line exists, a 12-inch diameter drain culvert shall be installed that is 20 feet long. If a larger culvert is deemed necessary, then the Road Agent shall determine the size. **New manufactured galvanized steel culverts must be used or double wall plastic.**
6. The cost of, and installation of all culverts and signs shall be borne by the applicant.

NOTES:

- An approved driveway construction plan shall be valid from one year from the time the plan was signed by the Road Agent.
- Permits will not be issued when ground is frozen.
- This permit may be renewed for an additional 30 days if needed to finish at no additional cost. You must notify the town officials if you need to renew.

PENALTY:

Any person who violates these regulations shall be liable for:

1. The cost of restoring the driveway and/or the road from which it draws access. The restoration shall be in a condition satisfactory to the Road Agent.
2. A fine not to exceed \$50.00 per day, for each day the violation continues, after the date on which the property owner receives written notice from the Town of Grafton, by its duly authorized officials, per RSA 236: 13 and 14.

Revised: September 2010