

TOWN of SUTTON
Temporary and Permanent Driveway Access Application & Permit

IMPORTANT NOTE: This is an application for a Driveway Access permit only. Please also see Sutton Subdivision Regulations Article VII Section D, with Appendices C, G, & H as well as the Zoning Ordinance Article XI for additional requirements that may apply to your driveway.

REQUIREMENTS:

1. Parcel Map/Lot #: _____ Name of Applicant: _____
2. Applicant's address: _____
3. Applicant's Home, Work & Phones: _____
Contractor: _____ Address: _____ Phone _____
4. Does this application include a request for any structures or objects to be located within the Town Right-of-Way (ROW)? No yes.
5. If yes please describe: _____
7. What is the designated Right-of-Way of the accessing road? _____
8. What is proposed use of the driveway? Residence Commercial Woodlot
 Other, describe: _____
9. Is an existing drive being altered? No Yes; explain: _____
10. Is this a proposed change in use? No Yes; explain: _____

PROCESS:

11. Attach accurate, to scale, drawings that shows the proposed driveway location, general design and specific measurements relative to the following reference landmarks:
 - a. Adjacent property corner monument and nearest utility pole
 - b. Driveway width, apron design & grades within the ROW as specified in the Subdivision Regulations Article VII Section with Appendices C, G, & H and Zoning Ordinance Article XI)
12. The following shall be accurately staked prior to inspection by the Road Agent:
 - a. The width of the road Right-of-Way at the location of the driveway
 - b. The outside edges of the proposed driveway where it meets the road ROW;
 - c. The minimum sight distance, in both directions from the center of the driveway;
(See Subdivision Regulations Article VII Section and Zoning Ordinance Article XI)
13. The location and size of a culvert, if needed, and a paved apron, if needed, shall be determined by the Road Agent at the time of inspection.
14. if the subject parcel is required to comply with the Steep Slopes provision of the Zoning Ordinance, Article XI of the Sutton Zoning Ordinance, and any part of the proposed driveway access or interior driveway crosses a steep slope, you must include a copy of an approved Conditional Use Permit, per the regulations.

"I certify that I have read and understand all the applicable Town of Sutton's Temporary & Permanent Driveway Access requirements and that I shall comply with all of the provisions contained therein. In the event that I fail to comply with any of these provisions, I accept all responsibility and liability that may be imposed so as to bring about compliance, including any costs and fines that may result."

Applicant's signature

Date

DRIVEWAY ACCESS PERMIT STATUS

Inspection Date(s): _____

Permit #: _____

Permit Approved (with or without conditions)
Revoked

Permit Denied

Permit

Conditions: _____

Road Agents Signature

Date

**Please note additional CONDITIONS on the reverse side of this document
AND space for your to scale driveway drawing(s)**

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RSA 236:13 became effective July 18, 1997. It clarifies the municipality's authority over driveways and other connections to public streets and highways. Private driveway connections, including structures such as culverts, remain the responsibility of the landowner. If any driveway connection threatens the integrity of the street or highway due to plugged culverts, erosion, etc., the Planning Board or its designee can order the landowner to repair it. If the landowner fails to do the repair, the municipality can do the repair and charge the cost of the repair to the landowner. It also clarifies local driveway regulations, or driveway permits issued under RSA 272:6 and contains language governing the breach or removal of stonewalls. An owner acting under this regulation will not be in violation of RSA 462:6, which otherwise prohibits the destruction of stonewalls.

Please NOTE: the requirements approved as part of this permit are a best estimate of the work necessary to meet the requirements of the Town of Sutton several Driveway Regulations. The road agent may determine during the course of construction or at completion, if interim inspections were not scheduled, that changes are necessary for the protection of the public's safety. Compliance with those changes is deemed a condition of this permit.

Comments: _____

(Turn Over)

SEE ADDITIONAL SHEET(S) FOR APPLICANT'S DRIVEWAY ACCESS DRAWING(S)
(Use tax map(s) printed from the Axis GIS system at a scale of 1 inch = 20 feet for detail and
1 inch = 100 feet for sight distance, showing contour, slope and NWI wetland layers)

If you have difficulty printing this at home, the town will provide a copy.
Attach additional sheets as necessary.

(rev. 7/23/2019)