

## DRIVEWAY PERMIT SITE VISIT CHECKLIST

Applicant: \_\_\_\_\_

Driveway Permit Number: \_\_\_\_\_

Is this application for:

- A new residence
- A new roadway to serve 3 or more houses
- A relocation of an existing driveway
- Other? Please Explain \_\_\_\_\_

YES    NO

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Does the sketch on the application clearly depict site conditions? If not, draw sketch on the back of this checklist.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the sketch show a 12' wide driveway? Is there sufficient space on the lot to accommodate a 12' road surface width with shoulders wide enough for year round maintenance (i.e. plowing)                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the Driveway greater than 1000' ? If it is, the driveway shall accommodate turnouts every 500' for cars to pass.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are there any overhead obstructions? A 10' clearing height over the entire width of the driveway is required.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the slope of the proposed drive 15% or less? Slope = rise/run or slope = elevation change/driveway length<br>If there is a 4' elevation change over the length of a 100' driveway the slope= $4/100=.04$ or 4% |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the driveway require a Bridge? If yes, bridge design details shall be included with the permit application.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the driveway require a culvert? Town Road Standards require culverts to be a minimum 18" in diameter for cross culverts and 15" for driveways.   |

What is the speed limit on the roadway where the curb cut is proposed? \_\_\_\_\_

What is the distance to the nearest intersection of side roads? (doesn't include driveways) \_\_\_\_\_

What is the sight distance in each direction? \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Visit: \_\_\_\_\_

Weather: \_\_\_\_\_

Inspector(s): \_\_\_\_\_

Others in attendance: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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From 2004 AASHTO "A Policy on Geometric Design of Highways & Streets"

### Sight Distance Chart

Posted Speed Limit or Design Speed Limit (mph)	Minimum Stopping Sight Distance (ft)	Minimum Intersection Sight Distance (ft)
25	155	280
30	200	335
35	250	390
40	305	445
45	360	5
50	425	555
55	495	610
60	570	665
65	645	720

Advance warning signs will be required if obtainable intersection sight distances are below minimum stopping distances.

Sketch: