

Town of Cherryfield

DRIVEWAY/ENTRANCE PERMIT APPLICATION FORM

12 Municipal Way, Cherryfield, Maine 04622
(207) 546-2376

For Town Use Only:

Date Received: _____
Permit Number: _____
Date Complete: _____
Date Approved: _____
Application Fee: _____

PROPERTY OWNER INFORMATION

Applicant Name: _____
Property Address: _____
Applicant Telephone: Day: (____) _____ Evening: (____) _____
Owner Name (if different): _____
Owner Address (if different): _____
Map No. _____ Lot No. _____ Land Use Zone: _____
Current Use of Property: _____
 Property is within Shoreland Zone (*abutting the high water mark of a wetland or water body, including streams, ponds, rivers, or ocean*)
 Property is within Flood Hazard Zone (see Floodplain Management Ordinance)
 Property is listed in the National Register of Historic Properties or Maine State Historic Preservation Office. If yes, have you notified them of your intent to install a driveway/entrance as described in this application? Yes No

PROPERTY LOCATION INFORMATION

Directions to property: _____
Route Number (if applicable): _____ Road Name: _____
Property located on North South East West side of highway/road
Distance from nearest intersection(tenths of a mile): _____ Nearest Utility Pole Number: _____
Name of intersection: _____

DRIVEWAY/ENTRANCE INFORMATION

Proposed Driveway/Entrance Purpose:

<input type="checkbox"/> Residential, Single-Family	<input type="checkbox"/> Residential, Two-Family
<input type="checkbox"/> Residential, Multi-Family (3 or more), No. of Units: _____	<input type="checkbox"/> Subdivision or Development
<input type="checkbox"/> Home	<input type="checkbox"/> Business
<input type="checkbox"/> Retail	<input type="checkbox"/> Office
<input type="checkbox"/> Commercial/Industrial	<input type="checkbox"/> School

Other (explain): _____
Does property have existing access?: _____
If yes, are you requesting change of use or modification of (ie change in location, grade, etc) existing access? Describe: _____
Proposed driveway width* (ft): _____ Type of surface: _____ (*gravel, pavement, etc.*)
**NOTE: Provisions must be made to provide and maintain convenient and safe emergency vehicle access to all buildings and structures located on the property at all times.*
Distance from abutting property lines (ft): _____
(*If less than 15 feet, applicant must obtain written consent for exemption from all applicable abutting property owners*)
Proposed location of driveway/entrance must be staked and flagged by applicant.

CONSTRUCTION INFORMATION

Construction expected to begin on (date): ____/____/____ and be completed by ____/____/____
(Construction of proposed driveway/entrance must be completed within twelve months of commencement.)

Person/company constructing entrance: _____

Construction contact name: _____ Phone: (____) _____

Please attach a site sketch or site plan of proposed driveway/entrance, indicating location of property in relation to structures and abutting roadways, proposed driveway width, distance from abutting property lines and water bodies, existing and proposed grades, location and direction of existing/proposed culverts and drainage. Draw arrow to indicate directional North.

To the best of my knowledge, all information submitted with this application is true and correct. I have read or have had the opportunity to, but declined to read, the town of Cherryfield Land Use Ordinance and all other applicable ordinances. The undersigned agrees to allow the Code Enforcement Officer (CEO) and Road Commissioner to inspect the site before a final decision is made. This application will be filed with the Cherryfield Planning Board.

The applicant hereby agrees to:

- Provide, erect, and maintain all necessary barricades, warning signs, and other devices to safeguard traffic.
- At no time cause the roadway/highway to be closed to traffic.
- Where the driveway entrance is located within a curb, gutter, and/or sidewalk section, completely remove and restore these sections as needed to create the driveway/entrance and restore drainage. All driveways/entrances abutting sidewalk sections shall meet the requirements set forth in the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12132 et seq.
- Obtain, deliver and install any culverts and/or drainage structures necessary for drainage; the size, type and length of such culverts and/or structures shall be as specified by the Cherryfield Road Commissioner. New culverts and/or drainage structures are preferred, but used structures in very good condition may be permissible upon consent of the Cherryfield Road Commissioner.
- Comply with all applicable federal, state, and town regulations and ordinances.
- Not alter, without the express written consent of the Cherryfield Road Commissioner, any culverts or drainage swales within town right-of-ways.
- Shall construct and maintain the entrance side slopes of the driveway/entrance to be no steeper than the adjacent roadway slopes, but in no case steeper than 3 horizontal to 1 vertical, unless the side slope is behind existing roadway guardrails, in which case it shall be no steeper than 2 horizontal to 1 vertical.
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Signature of Applicant

Date

Signature of Road Commissioner

Date Approved