

**TOWN OF KINGSTON
NEW HAMPSHIRE**

APPLICATION TO ALTER AN EXISTING DRIVEWAY

Selectmen's Office: 642-3342 Selectmen's Fax: 642-4108

Highway Dept. 642-8042

Tax Map: _____

Date: _____

Property Owner: _____

Street Address: _____

City/Town: _____ **State:** _____ **Zip:** _____

Property Address: _____

I hereby request permission to alter an existing driveway entrance to my property on the _____ side of _____.

As the landowner applicant I hereby agree to the following:

1. To reconstruct the driveway entrance at the permitted location as described in the original driveway permit.
2. To hold harmless the Town of Kingston Department of Highways and/or its agents against any action for personal injury and/or property damage sustained by reason of the exercise of this permit.
3. To furnish and install drainage structures that are necessary to maintain existing highway drainage and adequately handle increased runoff resulting from development at my expense as stipulated in the Town of Kingston Engineering Costs Agreement.

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND THE TOWN OF KINGSTON DRIVEWAY PERMIT REGULATIONS AND THE REQUIREMENTS OF THIS APPLICATION.

Signature of Applicant

DRIVEWAY PERMIT REGULATIONS

Approved by Planning Board June 5, 1984 (Amended October 6, 1987, and January 31, 1989)

- I. Prior to construction, reconstruction, or paving of any driveway, a Town of Kingston Driveway Permit Application (available from the Planning Board or Town Offices) shall be submitted to the Board for approval. A 25.00 application fee shall accompany the form. (Please note—transmission of all documents and data shall take place either by certified mail, return receipt requested, or at the Planning Board Office with a stamped, dated receipt provided.)
- II. The Board, or its designee, upon receipt of application, will inspect the area and act to approve or disapprove the request within 31 days of receipt of application. If the initial inspection indicates a necessity for further investigation, the Town Engineer will be contacted to act as consultant on behalf of the town. Engineering costs shall be borne by the applicant (as described in the Town of Kingston Engineering Costs Agreement form). In addition, the applicant shall be responsible for providing whatever engineering data or drawings may be required by the Board so that it may reach a decision.
- III. Design Criteria
 - A. The driveway shall be located so as to most adequately protect the safety of the traveling public.
 - B. Grading of the driveway shall be planned in such a way as to adequately protect and promote highway drainage and permit a safe and controlled approach to the highway in all seasons.
 - C. Whenever possible, driveways should be planned to observe the 20 - foot minimum distance to adjacent boundaries.
 - D. All sight distances shall be a minimum of 200 feet in both directions. If this is not possible, the Board shall make the final determination of the safest location for access. If in the judgment of the Board a hazardous situation might be created, no more than one access to a single parcel will be allowed.
 - E. Each building lot shall be serviced by its own driveway. No more than two driveways, entrances, exits, or approaches will be allowed to any one parcel of land.
 - F. In new subdivisions, corner lots bordering on existing town roads, or state highways, shall have driveways designed with access onto the new subdivision road for safety purposes.
 - G. Driveway must enter a paved road.
- IV. Whoever violates any provisions of these regulations shall be fined not more than one hundred dollars, and in addition, shall be liable for the cost of restoration of the highway to a condition satisfactory to the Board.
- V. On site inspection authority for driveway entrances may be delegated by the Board to the Town Engineer or Town Road Agent.