

TOWN OF KINGSTON

NEW HAMPSHIRE

**APPLICATION FOR A DRIVEWAY PERMIT**

Selectmen's Office: 642-3342

Selectmen's Fax: 642-4108 Road Agent: 765-4371

Tax Map: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Property Address: \_\_\_\_\_

Application for (please check one):

\_\_\_\_\_ New Driveway

\_\_\_\_\_ Alteration of Existing Driveway

\_\_\_\_\_ Paving Only

1. Please attach a location sketch. Include measurements from corner bounds and any other information to help with location of the proposed driveway.

2. The Landowner agrees to reconstruct the driveway entrance at the permitted location as described in the original driveway permit.

I hereby request permission to construct/alter a driveway entrance to my property on the \_\_\_\_\_ side of \_\_\_\_\_, at a location that will meet the requirements specified in Kingston's Driveway Permit Regulations.

As Landowner/Applicant, I hereby agree to the following:

1. To construct the driveway entrance at the permitted location described in this permit; individual driveways shall be located a **minimum** of 20 feet from any lot line.

2. To hold harmless the Kingston Highway Department and its agents against any action for personal injury or property damage sustained by reason of the exercise of this permit.

3. To furnish and install drainage structures necessary to maintain existing road drainage and to adequately handle increased runoff resulting from development, at my expense.

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

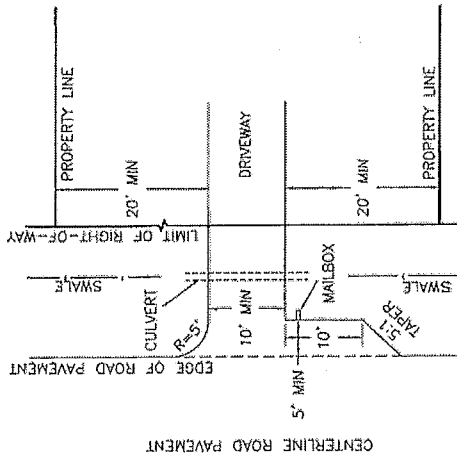
\_\_\_\_\_  
Signature of Applicant

Office Use Only: \_\_\_\_\_ (Date)

\_\_\_\_\_ Approved \_\_\_\_\_ Disapproved

Conditions: \_\_\_\_\_

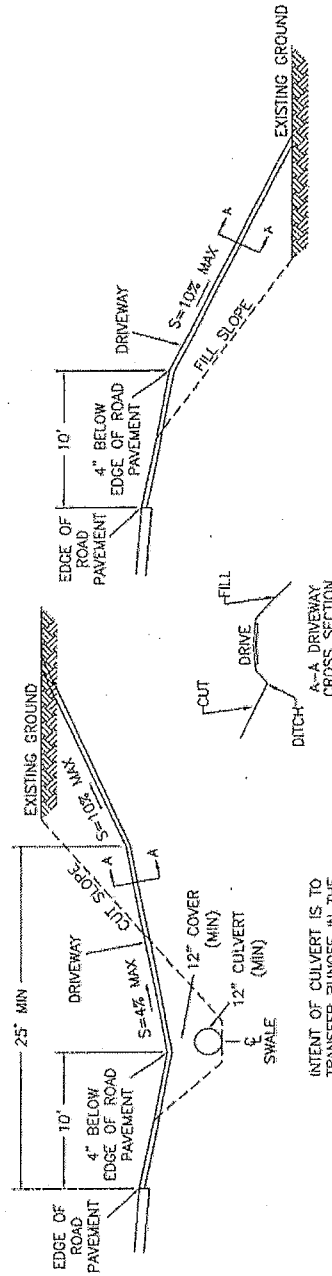
\_\_\_\_\_  
Road Agent Signature



## DRIVEWAY ENTRANCE DETAIL

NOT TO SCALE

WITHIN THE TOWN RIGHT-OF-WAY THE DRIVEWAY SHALL BE CONSTRUCTED WITH MINIMUM OF:  
 12" CRUSHED GRAVEL OR  
 10" CRUSHED GRAVEL AND 2" TYPE "F" BITUMINOUS PAVEMENT



INTENT OF CULVERT IS TO TRANSFER RUNOFF IN THE SWALE FROM UPHILL SIDE TO THE DOWNHILL SIDE. THE INVERTS SHOULD MATCH THE BOTTOM OF THE SWALE WHILE MAINTAINING 12" OF COVER OVER THE PIPE.

FILL  
 DRIVE  
 DITCH  
 A-A DRIVEWAY CROSS SECTION

## **Article 901: DRIVEWAY PERMIT REGULATIONS**

(Approved by Planning Board 06/05/84;  
Amended 10/06/87; 01/31/89, 05/19/09, 09/21/10, 11/21/17, 06/24/2020)

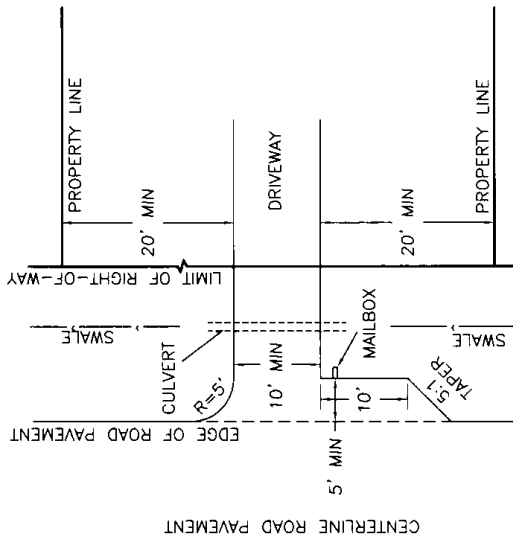
### **901.1 DESIGN CRITERIA**

- A.** Prior to construction, reconstruction, or paving of any driveway in the Town of Kingston, a Town of Kingston Driveway Permit Application (available from the Planning Board or Town Offices) shall be submitted to the Board for approval. An application fee, as set by the Select Board, 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.)
- B.** 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.
- C. DESIGN CRITERIA**
  - 1. The driveway shall be located to protect the safety of the traveling public.
  - 2. 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.
  - 3. Individual driveways shall be located a minimum of 20 feet from any side lot line.
  - 4. 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.
  - 5. In order to minimize the number of driveways along town roads, shared driveways shall be encouraged when deemed appropriate by the Planning Board for adjacent sites. No more than two driveways, entrances, exits, or approaches will be allowed to any one parcel of land.
  - 6. In a new subdivision, corner lots bordering on existing town roads, or state highways, shall have driveways designed with access onto the new

subdivision road for safety purposes.

7. Driveways shall enter a Class V road.
8. Driveways must be in compliance with the current State Fire Code regarding “Fire Department Access and Water Supplies”. (11/21/17)

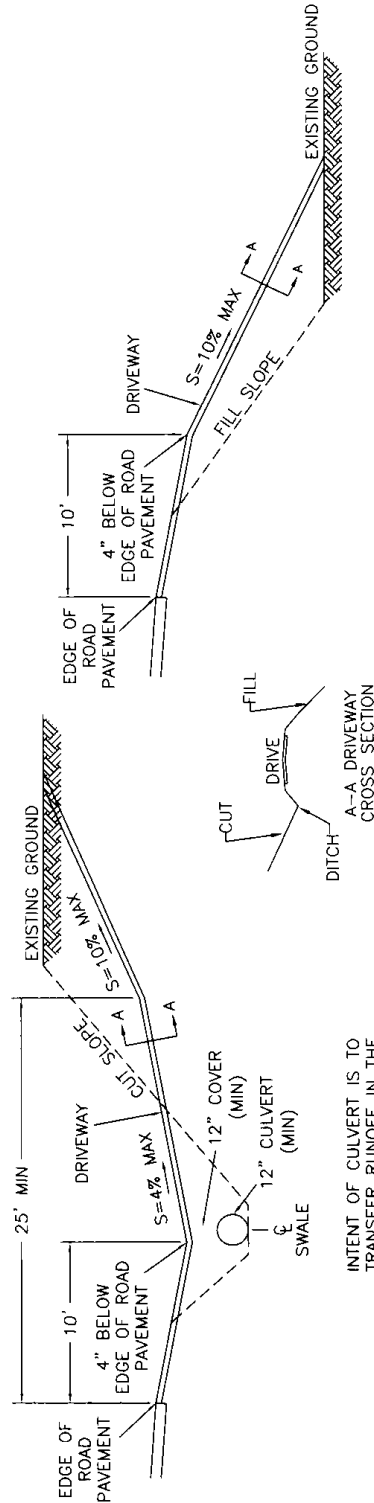
- D.** Whoever violates any provisions of these regulations shall be fined in accordance with RSA 676:17 Fine and Penalties, and in addition, shall be liable for the cost of restoration of the highway to a condition satisfactory to the Board.
- E.** On Site inspection authority for driveway entrances may be delegated by the Board to the Town Engineer or Town Road Agent.
- F.** All Driveways should conform to the specifications of the “Driveway Entrance Detail” Diagram included in this regulation unless otherwise approved by the Town Engineer or Town Road Agent.



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