



COMMUNITY SERVICES DEPARTMENT
 271 MAST ROAD
 DOVER, NH 03820
 (603) 516-6450

DRIVEWAY PERMIT APPLICATION

APPLICANT

CITY

Date: _____
 Owner's Name: _____
 Owner's Address: _____
 City/State/Zip: _____
 Phone: _____
 Contractor: _____ Phone: _____
 Address: _____
 City/State/Zip: _____
 Email: _____

Permit to be issued via email unless otherwise instructed

Permit #: _____
 Approved Denied
 Approved By: _____
 Approval Date: _____
 Check below if required:
 Traffic Control Plan
 Other Conditions: _____

Application Fee: \$75
 Paid: check #: _____
 Paid: cash: Admin Initials: _____

Scheduled Start Date: _____
 (check all that apply)
 Residential Commercial
 New Driveway/Parking area
 Existing Driveway/Parking area
 Overlay
 Remove and Replace
 Expansion or Alteration
 Driveway Culvert: Install or Replace
 Size: _____ Type: _____

Location of Driveway: _____
 Provide a brief description of any alterations on private property: _____

 Provide a brief description of any alterations to City right-of-way: _____

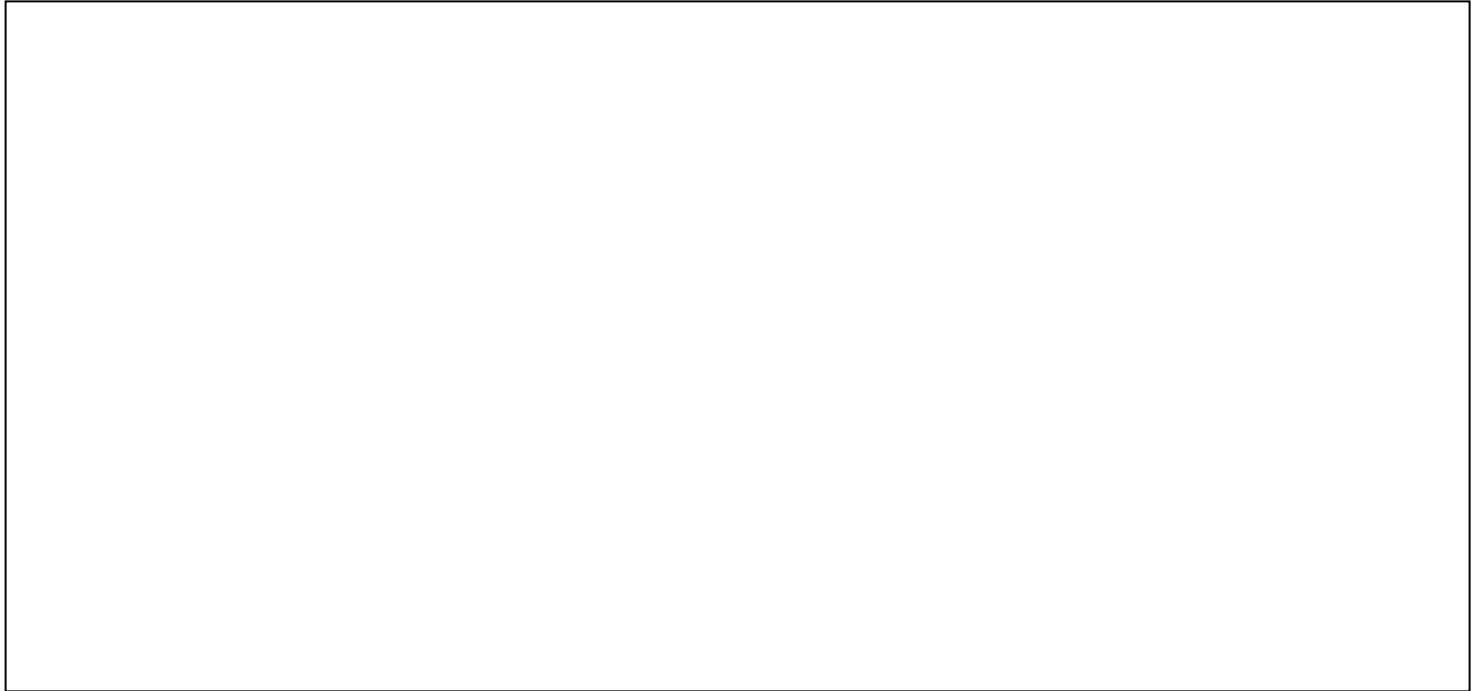
SKETCH OF DRIVEWAY REQUIRED-SEE PAGE 2

By undersigning this application, the Applicant agrees to construct the driveway entrance(s) at the permitted location(s) in accordance with City Ordinance Chapter 92-6 and all provisions of the driveway permit.

Signature of Applicant: _____

SKETCH REQUIREMENTS:

1. Include a sketch or plan showing existing and proposed driveway locations with dimensions clearly marked.
2. Dimensions must be clearly marked and include:
 - a. Distances from side and rear property lines
 - b. Width of driveway at entrance
 - c. Frontage along the street
3. Show the direction of the runoff and/or drainage patterns.



DRIVEWAY APPLICATION REGULATIONS:

1. There shall be no excavation within the City right-of-way on holidays, weekends, or between the period of November 15th and April 15th.
2. A 24-hour notice must be given to the Engineering Division prior to construction in the right-of-way.
3. One (1) driveway entrance is permissible, not to exceed twenty-two (22) feet in width for residential, or thirty-two (32) feet for commercial.
4. To hold harmless the Dover Community Services Department and its duly appointed agents and employees against any action for personal injury and/or property damage sustained by reason of the exercise of this permit.
5. Establish grades that adequately protect and promote street drainage and permit a safe and controlled approach to the street in all seasons of the year per City Ordinance Chapter 92-6.G.
6. If required, the owner shall install an approved culvert to handle surface water flows with a twelve (12) inch minimum size pipe. Acceptable culvert materials are Reinforced Concrete and High Density Polyethylene. However, if the cover over the culvert is a foot or less, then Reinforced Concrete is required. The owner is responsible for maintaining the culvert.