

TOWN OF WASHINGTON  
Driveway/Road Permit

for access to town highway

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

Issued to: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Address: \_\_\_\_\_ Date Property Last Surveyed: \_\_\_\_\_

Road(s) driveway will adjoin: \_\_\_\_\_

No. of driveways: \_\_\_\_\_ Installation Contractor: \_\_\_\_\_

Type of road surface: \_\_\_\_\_ Land use (private/business): \_\_\_\_\_

Length of driveway: \_\_\_\_\_ Distance from lot line: \_\_\_\_\_

Located on what side of road? \_\_\_\_\_ Completion Date: \_\_\_\_\_

Attach drawing of proposed work (include special restrictions, clearances and other details).

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only**

Date Inspected by Town: \_\_\_\_\_ Culvert Required? \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Chairman

Fee: \$40.00

Make check payable to: TOWN OF WASHINGTON

All driveways/roads shall be constructed in accordance with all requirements printed in the Town Ordinance § 298-14(a,b) & § 298-13 and any special conditions stated therein.

The maintenance of the driveway(s) shall be the responsibility of the applicant.

POST ON PREMISE IN PLAIN  
VIEW FROM ROAD.

# DRIVEWAY PERMIT REQUIREMENTS

A driveway permit from the Town of Washington is required before installing a driveway and if:

- 1 Building a new home or garage (a permit is required before any construction begins).
- 2 It is the first driveway access to a property
- 3 the driveway is being relocated from one location to another.
- 4 you are adding a driveway (if permitted).

## Steps:

- 1 Pick up a Driveway/Road Permit at the Town Office
- 2 Fill out the application and return it to the Town Office with a sketch of the site and the ~~\$40.00~~ fee.
- 3 Town checks to see if a culvert is needed. If a culvert is needed the expense of installation and materials is paid by the applicant.
- 4 At the next scheduled Town Board Meeting, the permit is approved and issued. If not approved the applicant will be notified.
- 5 Applicant is sent the permit which is good for 1 year from date of issuance.

## Driveway Requirements:

- 1 Must be at least 15' wide, not to exceed 24'.
- 2 Must have a minimum overhead height of 16' for emergency vehicles.
- 3 Must have provision for emergency equipment to turn around if the driveway is over 50' long.
- 4 Must be set back 5' from property side lines
- 5 Caution - Be sure the driveway location does not conflict with your wastewater disposal requirements.