



Town of  
**Whitefield**  
New Hampshire  
Incorporated 1804

# Town of Whitefield

56 Littleton Rd, Whitefield NH 03598

## DRIVEWAY PERMIT APPLICATION

Tax Map/Lot #: \_\_\_\_\_ Frontage: \_\_\_\_\_ Ft. Property Address: \_\_\_\_\_

Property Owner/Agent: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Phone Number: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Driveway Application is for: \_\_\_\_\_ New \_\_\_\_\_ Repair/improvement to existing \_\_\_\_\_ Relocation/Modification

Purpose: \_\_\_\_\_ Home/Residential \_\_\_\_\_ \*Business/Retail \_\_\_\_\_ \*Industrial/Manufacturing \_\_\_\_\_ \*\*Forestry

\* Site plan must be approved by the Planning Board Prior to approval of Driveway Permit.

\*\* Forestry access is temporary and will not be deemed a permanent driveway without prior approval.

Drainage requirement: \*Culvert: (Y)\_\_\_\_ (N)\_\_\_\_ Swale: (Y)\_\_\_\_ (N)\_\_\_\_ Wetlands Permit: (Y)\_\_\_\_ (N)\_\_\_\_

\*Culverts are the sole responsibility of the land owner seeking this permit. The culvert must be maintained and cleaned as to not allow damage to the Town ROW or other properties. Defective culverts must be replaced within a reasonable time frame. Neglected culverts will be replaced by the town at the owner's expense per RSA 236:13, VI

Pursuant to provisions of NH RSA Chapter 236 section 13 the following guidelines apply:

1. Driveway entrance will have a minimum sight distance of 250'
2. Lots with less than 500ft of frontage may have no more than one entry.
3. Driveway width not to exceed 20ft, flared and with a paved apron where appropriate.
4. Drainage must not be allowed to adversely affect adjacent properties or the Town ROW.
5. When a culvert is required, it must be a minimum of 15-inch diameter.
6. Driveway adjacent to the Town ROW must be graded in such a way that the surface slopes away from the ROW at a minimum of 1/2 Inch slope per Ft.
7. All Commercial/Industrial applications must be reviewed and approved by the Planning Board.
8. Stone walls and trees having a girth greater than 4" may not be disturbed without Planning Board approval if located on a designated scenic byway.
9. No trees located within the Town ROW may be disturbed without prior approval.
10. A drawing showing the driveway details shall be provided before approval.  
Detail must include:
  - a. Location relative to adjoining lots
  - b. Distance from property boundary(s) per development code-10Ft Minimum.
  - c. GPS coordinates
  - d. North/South indicator
11. Damage to any Town ROW must be repaired immediately and inspected by the Highway Dept.
12. The applicant will comply with all State and Town Ordinances, Regulations and/or Laws.
13. This application is good for one year. Resubmittal is required after expiration.

Owner/Agent Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Mailing address to which permit is mailed to: \_\_\_\_\_

Planning Board decision: (Y)\_\_\_\_ (N)\_\_\_\_ Road Agent Approval: (Y)\_\_\_\_ (N)\_\_\_\_

Planning Board Signature: \_\_\_\_\_ Road Agent Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Fee \$50 Received Date: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ CC \_\_\_\_\_