

Driveway Permit Application Procedure

Purpose of Application:

The purpose is to ensure adequate sight distance for your safety and the safety of the traveling public. The Town utilizes Maine DOT chapter 299: Highway Driveway and Entrance Rules on all driveway permit reviews.

** State law provides that it is unlawful to construct or maintain any driveway within the right of way of any state highway that lies outside the compact area of an urban compact municipality without a written permit from Maine DOT or, if within the compact area, without a written permit from the proper municipal officials. 23 M.R.S. §704 **

Sight Distance:

Sight Distance is the length of unobstructed sight line of motor vehicle drivers in normal daylight conditions. Sight distance is measured from the perspective of a hypothetical person seated in a vehicle. It is measured from the centerline of the proposed driveway, 10 feet in from the edge of the traveled way, and 3 ½ feet above the pavement. The 3 ½ feet represents the height of eye of the hypothetical person in the vehicle.

Required Sight Distance:



Posted Speed Limit (MPH)	Sight Distance (Feet)
20	155
25	200
30	250
35	305
40	360
45	425
50	495
55	570
60	645



Before We Visit:

Please have your driveway clearly staked and marked. Also, while it is not required, we advise that you include a drawing of the proposed driveway as to avoid any confusion on the location of your driveway.

What We Do:

We measure the sight distance from the proposed driveway and determine if it meets the requirements listed above. If there are any obstructions, we will notify you and discuss possible solutions. We also check to see if a driveway culvert is required. If a culvert is required, it will be noted in the permit and attached.

Vegetation:

It is recommended that the applicant cuts vegetation that might hinder the possible sight distance **on their property only**. Doing this would save you some time as it would mean we could potentially approve it after one visit, **however, this is not a requirement** and will be recommended if it is found to be necessary.

TOWN OF YORK: Driveway Installation Permit

PROPOSED LOCATION OF DRIVEWAY SHALL BE STAKED AND FLAGGED BY APPLICANT.

CONTACT INFORMATION:

Applicant/Property Owner:

Name: _____ Phone: _____ Email: _____

Mailing Address: _____ Town/City: _____ State/ZIP: _____

Primary Contact: (write same if the primary contact is the same as the applicant)

Name: _____ Phone: _____ Email: _____

Mailing Address: _____ Town/City: _____ State/ZIP: _____

LOCATION DETAILS:

Map: _____ Lot: _____

Property Address: _____

Proposed Driveway Purpose:

- Single Family Residence
- Multifamily 4+ units
- Commercial/Industrial
- Subdivision or Development
- Other (explain) _____

Does your property have an existing driveway? _____ YES _____ NO

If yes, please describe: _____

Anticipated Work Schedule: Begin Date: _____ End Date: _____

Any extra comments or descriptions? _____

APPLICANT SIGNATURE:

Property Owner ___ **OR** Right, Title, and Interest ___

Signature: _____ Printed Name: _____

Title: _____ Date: _____

While not required, we request a drawing of the proposed location of your driveway to ease any confusion of its location.

DO NOT WRITE BELOW THIS LINE

SIGHT DISTANCE MEASUREMENTS:

Speed Limit: _____ Sight Distance: Left: _____ Right: _____

Driveway onto Curbed Road: NO ___ YES ___

Driveway on Sidewalk: NO ___ YES ___

Culvert Required: NO ___ YES ___ SIZE: _____ (dia. X feet)

Description of Required Work: _____

***** Driveway shall be constructed according to the Maine Department of Transportation Standard Entrance and Driveway Details, included with the authorized permit. *****

AUTHORIZED PUBLIC WORKS SIGNATURE:

Signature: _____ Printed Name: _____

Title: _____ Date: _____

FINISH WORK INSPECTED: _____ PERMIT EXPIRES: _____

PERMIT IS NOT VALID UNLESS SIGNED BY THE TOWN OF YORK DIRECTOR OF PUBLIC WORKS OR HIS AGENT