



TOWN OF HAMPDEN

PUBLIC WORKS & CODE ENFORCEMENT

E-9-1-1 & Driveway/Entrance Permit Application

Return the Completed Application to the Public Works Department

(For an E-9-1-1 Only Permit Complete Sections 1, 2, 3, & 6 and
upload to the Code Enforcement Permit Portal)

APPLICATION DATE: _____

1. OWNER/APPLICANT INFORMATION

Applicant or Agent's Name: _____ **Phone #** _____

Mailing Address: _____
Address Town/City State Zip Code

Land Owner's Name: _____ **Phone #** _____

Mailing Address: _____
Address Town/City State Zip Code

2. PROPERTY INFORMATION

Road Name: _____ **Street Number (if applicable):** _____

North South East West – Side of Road

Distance of Proposed Driveway/Entrance from Nearest Intersection: _____
(estimate in tenths of a mile)

Name of Nearest Intersection: _____ **Nearest Utility Pole #** _____

Tax Map & Lot # _____

PROPOSED LOCATION OF DRIVEWAY/ENTRANCE MUST BE STAKED AND FLAGGED BY APPLICANT

3. DRIVEWAY/ENTRANCE INFORMATION

Does your property have an existing access? Yes No

Desired Width of Driveway/Entrance: _____ **Type of Surface:** _____
(in feet) (gravel, pavement, etc.)

Are you proposing a new entrance to the property? Yes No

Proposed Driveway/Entrance Purpose: _____

(single-family home, timber-harvesting, subdivision street, etc.)

4. CONSTRUCTION INFORMATION

Construction expected to begin on: _____ **Completed by:** _____
(date) (date)

Person/Company Constructing Driveway/Entrance: _____

Construction Contact's Name: _____ **Phone #** _____

5. SITE SKETCH (OR ATTACH PLOT PLAN)	NORTH ↑

THE OWNER/APPLICANT HEREBY AGREES:

1. To provide, erect and maintain all necessary barricades, lights, warning signs and other devices to direct traffic safely while the work is in progress.
2. To at no time cause the Road to be closed to traffic.
3. To obtain, deliver to the site and install any culverts and/or drainage structures necessary for drainage; the size, type and length of such culverts or structures shall be as specified by the Town of Hampden Public Works Department. **All culverts and/or drainage structures shall be new.**
4. **TO COMPLY WITH ALL FEDERAL, STATE AND LOCAL LAWS AND ORDINANCES**
5. To not alter, without prior written approval, any culverts, drainage patterns or swales within the Town Right-of-Way.
6. To notify the Town of Hampden Public Works Department if the use or purpose of the Driveway/Entrance is to be changed.
7. To make all repairs which may become necessary as a result of the driveway/entrance installation.

FURTHER CONDITION OF THE PERMIT: The applicant shall become liable, and shall indemnify and save harmless said Town of Hampden against all suits, claims, damages and proceedings of every kind arising out of the construction and maintenance of said driveway approach including snow removal.

6. SIGNATURES

Signature of Owner: _____ Date: _____

Signature of Applicant/Agent: _____ Date: _____

I hereby certify that I have been granted permission from the property owner to act on their behalf.

TOWN OFFICE USE ONLY

Date Permit Issued: _____

Permit Issued by: _____

NOTES: _____

