Town of _____

Driveway Installation Law

1. **Statement of Authority.**

The Town Board of the Town of _____ pursuant to the authority granted under

2. **Title**

This law shall be entitled the "Driveway Installation Law of the Town of _____"

3. **Permit Required**

No person, owner, and/or contractor shall hereafter install a driveway opening onto a town road without first obtaining a driveway installation permit from the Town of _____ Highway Superintendent.

4. **Application Procedures**

   A. An application in writing shall be file with the Town of _____ Highway Superintendent upon application forms which he shall prescribe, which application shall state the nature, location, extent, and purpose of the proposed driveway opening, and the use of the property as identified on any coincident zoning application.

   B. All applications shall include maps and plans which shall indicate the location and boundaries of the subject property for which a permit is requested and shall show the location, elevation, size and type of all existing and proposed driveways and buildings, underground utilities, service facilities, parking layouts and drainage facilities.

   C. It shall be the responsibility of the applicant to arrange a meeting with the highway superintendent at the site of the driveway opening.

5. **Requirements and Responsibilities**

A. Any driveway culvert required by the town highway superintendent that is within the town right-of-way shall be designed, installed, and maintained by the Town of _____.

B. The applicant shall be responsible for the cost of any required culvert, and the cost of any agreed upon stone above one load, as well as the cost of trucking and loading for stone above one load. Such cost shall be as determined by town board resolution.

C. The entire cost of any additional driveway culverts above one culvert per property shall be the responsibility of the applicant.

D. The town shall not perform any work on designing, installing, or maintaining any required culvert until all costs have been paid by the applicant.

6. **Zoning Permit**

A. A driveway installation permit under law shall be applied for coincidentally with the application for a zoning permit to commence the excavation for or the construction or erection of any structure regulated by the Town of _____ Zoning Law, as amended.

B. No driveway installation permit shall be issued for any use on a minimum maintenance road as established in Local Law No. __ of 20__, as amended, unless it is classified as a seasonal use pursuant to the Town of _____ Zoning Law.

7. **Fees**

This application shall be accompanied by such fee or fees as the town board shall prescribe from time to time by resolution not exceeding the approximate reasonable cost of processing and reviewing the application and making any necessary inspections.

8. **Violations and Penalties**

Any person, firm, or corporation who or which shall violate any provision of this chapter shall, upon conviction thereof, be sentenced to pay a fine of not more than _____.