

# TOWN OF HUNTINGTON HIGHWAY DEPARTMENT

7 Mill Street, P.O. Box 430, Huntington, MA 01050  
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highway@huntingtonma.us

## TEMPORARY DRIVEWAY PERMIT APPLICATION

- New Driveway       Modification of Existing Driveway  
 Asphalt             Gravel                     Other: \_\_\_\_\_

Location of Proposed Driveway (*Please attach a plot plan*): \_\_\_\_\_

Dig Safe Number (*Mandatory – Under new law, number is only valid for 30 days. You must request a new one every 27 days and forward the numbers to the Highway Superintendent*): \_\_\_\_\_

Applicant: \_\_\_\_\_

Current Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

### Highway Superintendent Use

Permission is hereby granted for a temporary driveway to be connected to the Town road at the point indicated on the attached plot plan. Permission is granted subject to the Town of Huntington Driveway Permit Standards (rev. 4/8/2015) and the following requirements and conditions:

Any runoff or debris in roadway is the landowner's responsibility. This includes any road damage and water & ice in roadway. ALL DEBRIS MUST BE KEPT OUT OF ROAD.

Culvert Diameter: \_\_\_\_\_ Culvert Length: \_\_\_\_\_

\_\_\_\_ Stone or concrete headwall on each end of culvert required

\_\_\_\_ 12-foot paved apron width of driveway required

\_\_\_\_ 4-inch crown in driveway for water run-off required

\_\_\_\_ No culvert required, present swale must be maintained

\_\_\_\_ Property owner is responsible to keep culvert clear of obstructions that could affect free flow of water

\_\_\_\_ Additional requirements, conditions, or comments:  
\_\_\_\_\_  
\_\_\_\_\_

Permit approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Conservation Commission

Permit approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Charles Dazelle, Highway Superintendent

**Applicant must apply for a regular driveway permit before the Building Inspector grants a Certificate of Occupancy. This permit expires one year from the date of issue.**

**This permit may be revoked if all requirements are not fulfilled.**

**Issuance of this permit does not exempt the applicant from applying for other permits that may be required.**

# TOWN OF HUNTINGTON

## DRIVEWAY PERMIT STANDARDS

1. Definition of driveway: A portion of a lot which is prepared for vehicular traffic and which provides access from a street to or towards a structure on a lot.
2. No driveway may be constructed so as to connect with a Town or County road, or a street in an approved subdivision, unless a driveway permit has been issued.
3. No building permit for a use which will involve the construction of a driveway which connects with a Town or County road, or a street in an approved subdivision shall be issued unless a driveway permit has been issued.
4. Permit standards apply only to the portions of a driveway which lie within the street right of way (normally 25 feet to each side of the street center line) and within 50 feet of the street right of way, measured along the driveway center line.
5. Driveways shall be connected to the street in such a way as to provide safe vehicular entry to and exit from the street, and so as not to create any hazards for other vehicles using the street, or for pedestrians.
6. Driveways shall be connected to the street in such a way as not to create danger of overloading or impeding the operation of street drainage facilities, and so as not to create a danger of flooding or erosion on other lots.
7. Driveways shall not intersect the street at an angle of less than 70 degrees, or have a slope of greater than 5% within the street right of way, or more than 10% within 50 feet of the street right of way, measured on the driveway center line. These provisions may be waived by vote of the Selectboard if in its opinion the proposed driveway will meet the standards set forth in #5 and #6 above.
8. Driveway permits may require that the owner or applicant install, at their own expense, such facilities as are deemed needed to insure that the above standards are met. This may include culverts, ditches, embankments, paving, blacktopping, and warning signs inside or outside the street right of way.
  - A. Minimum culvert size: Diameter to be determined by the Highway Superintendent, 20' length, head walls at both ends.
  - B. End of driveway meeting paved way, must be paved for at least a distance of 12' x width of driveway, by owner.
9. In applying for driveway permit, applicant shall supply a plot plan showing the point on the lot frontage where it is proposed that the driveway intersects with the street, and the location of the driveway within 50 feet of the street right of way.
10. The Selectboard may authorize the Highway Superintendent, or any other person, to issue driveway permits.

Revised 04/08/2015