

Town of Moultonborough Driveway Permit Application

Public Works Department
P.O. Box 139, 68 Highway Garage Rd
Moultonborough, NH 03254
603-253-7445- Office

Pursuant to the provisions of Revised Statutes Annotated, Title 20, Chapter 236, Section 13v. and amendments thereto, and the Town of Moultonborough Driveway Regulations, permission is requested to (construct) (alter) one (1) Driveway Entrance to my property adjoining (Road Name) _____ in the Town of Moultonborough, at a location that will meet the requirements for safety as specified in said statutes.

This Parcel is shown as Tax Map: _____ Lot: _____

The driveway requested is for access to: () Residential, () Commercial, () Subdivision, () Other: _____

Type of Construction: () Gravel () Paved Length: _____, Width (12' min.): _____
Size of Culvert (12" min.) _____ (to be approved by Public Works Department)

As the Owner/Applicant, I hereby agree to the following:

1. To construct driveway entrance only for the bona fide purpose of securing access to private property, such that the road right-of-way is used for no purpose other than travel.
2. To construct driveway entrance only at the permitted location and in accordance with the provisions as stated herein.
3. To defend, indemnify, and hold harmless, the Town of Moultonborough and its duly appointed agents and employees against any action for personal injury and/or property damage sustained by reason of the exercise of this permit.
4. To furnish and install drainage structures that are necessary to maintain existing roadway drainage and adequately handle increased runoff resulting from the land development and obtain all easements thereto.
5. Dig-Safe shall be notified at least 72 hours in advance of any excavation (*Call 811*)

Attach sketch or plan showing existing and/or proposed driveway location and the adjacent road, indicating distance to Lot Lines, Length of Driveway, Culvert size and location, and nearest utility pole (indicate pole number).

Driveway location shall be marked out on-site with grade stakes.

Landowner Information:

Name: _____
Address: _____
Phone: _____
E-mail: _____

Signature: _____
Date: _____

Application Received By: _____

DPW – Highway Dept: _____

Fire Chief: _____

Property Address Designation (911): _____

DPW Director Approval: _____

Applicant Information:

Name: _____
Address: _____
Phone: _____
E-mail: _____

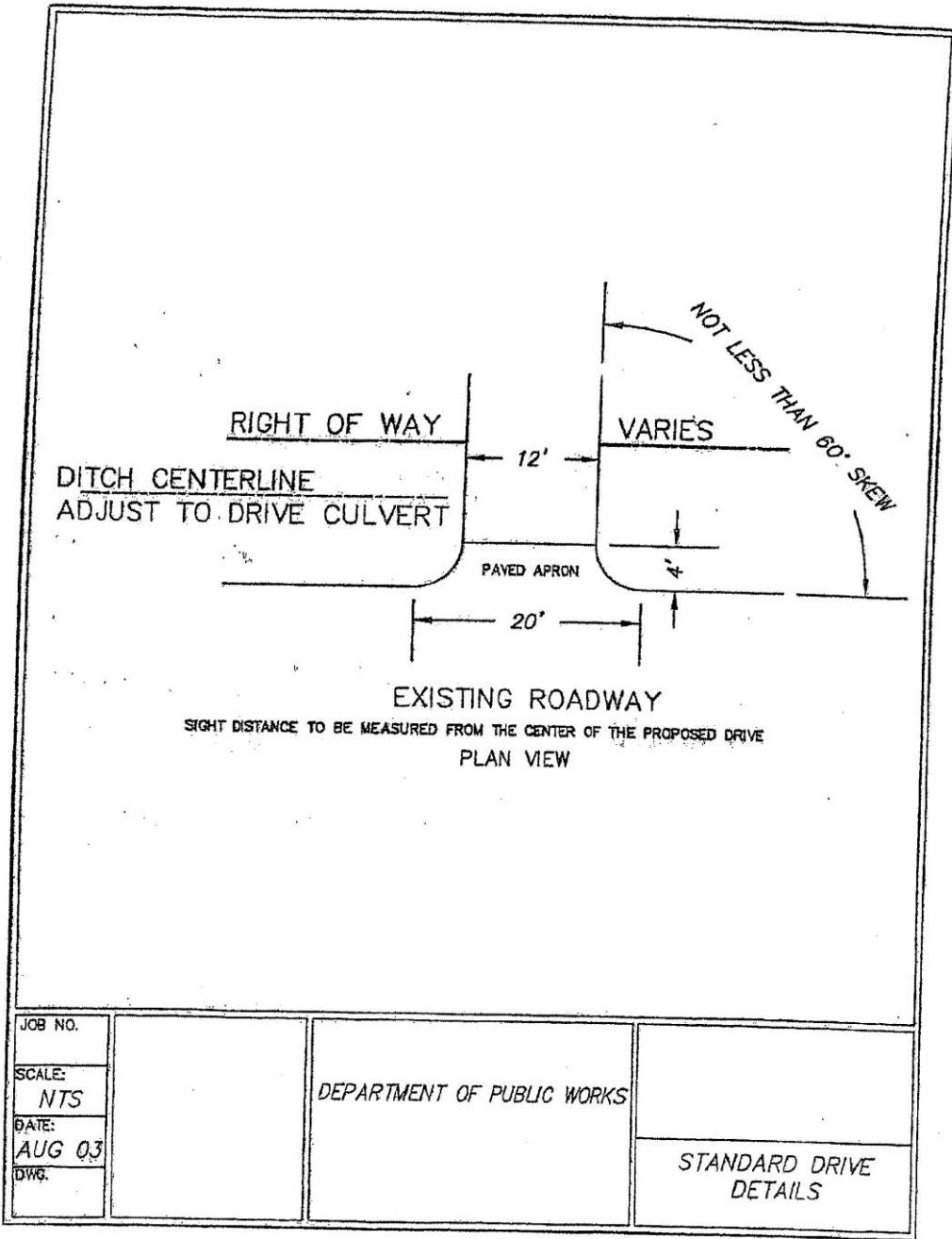
Signature: _____
Date: _____

Date: _____

Date: _____

Date: _____

Date: _____



Town of Moultonborough Public Works

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Moultonborough, NH 03254
603-253-7445
e-mail: dpw@moultonboroughnh.gov

Chris Theriault
Director of Public Works

Driveway Construction Conditions:



All driveways shall conform to the following requirements:

- A. Driveways shall be placed no closer than forty (40) feet to a street intersection.
- B. For driveways with a grade in excess of four percent (4%), a twenty-foot-long area with a grade no more than 2% approaching the street is required and constructed so as not to discharge runoff onto the public way.
- C. Driveways shall be of a grade in order to allow reasonable access by emergency vehicles. The Town of Moultonborough Driveway Regulations adopted by the Planning Board addresses the standard and specification for the intersection of a driveway and a road within the limits of a road right-of-way.

The Driveway Regulations do not apply to that part of the driveway extending beyond the road right-of-way. However, the Town hereby requires that driveways shall not exceed a grade of 12% and shall not have curves with an inside radius less than 30 feet. If this requirement is not adhered to, it is solely the property owner's responsibility if emergency or delivery vehicles are not able to access the site.

Additionally, upon a request by the applicant to the Planning Board, the standards of these regulations, except where expressly non-waivable, may be waived by the Planning Board when specific circumstances surrounding a proposal, or a condition of the land, indicate that strict adherence to the standards would not be possible or create an unnecessary burden for the landowner, and such waiver will not be in conflict with the purpose and intent of these regulations.

- D. The driveway must be graded so that water from the lot does not flow onto the street:
 1. Commercial lots located above the street may require a grate across the driveway entrance in order to divert the water and prevent it from adversely affecting the road or ROW.
 2. Any driveway located over a culvert shall slope to drain into the culvert.

- E. All curbed driveways must have catch basins at the back of the sidewalk. Any culvert within the road right-of-way must be minimum of Twelve (12) inches in diameter and have at least twelve (12) inches of cover. Placement and requirements to be determined by Highway Agent/Director of Public Works.
- F. The driveway pavement shall match the grade at edge of pavement, shall not block street drainage and must have a dip before meeting the street so that the driveway does not drain onto the street.
- G. The maximum width of a ramp shall be twenty (20) feet.
- H. The number of driveways per lot shall be governed by RSA 236:13, as amended. Only drives which provide safe access to the street shall be permitted by the Director of Public Works.
- I. The driveway shall connect to the street at a right angle, if possible. However, in no case shall the driveway intersect the street at less than a sixty (60) degree angle.
- J. Site distances shall be determined in accordance with safety and best construction practices by the Highway Agent/Director of Public Works.
- K. Driveways shall be placed a minimum of five (5) feet from any side property line.
- L. Residential Driveways shall be a minimum of twelve (12) feet in width within the right-of-way.
- M. Driveways that abut paved streets shall be constructed with paved aprons that shall be as wide as the driveway. The paved apron shall be constructed in such a way as to protect the edge of the road from deterioration.

Dated: 7/16/18 Final 10-22-25