

TOWN OF POTOSI

APPLICATION FOR DRIVEWAY PERMIT

Date: _____ ☐ Resubmitted _____ (date) Application Fee: \$50.00

Name of Applicant: _____

Applicant's Address: _____

Applicant's email address: _____ Phone: _____ - _____ - _____ (C) (H)

Address of Proposed road or driveway: _____

The undersigned hereby applies for a permit to construct a (check one):

- ☐ Private Drive
- ☐ Highway Access - Loading Pad or Field Road (circle one)

The road or drive applied for is (check one)::

- ☐ A new road or driveway
- ☐ Improvements to an existing road or driveway
- ☐ Relocation of an existing road or driveway

The road or drive will serve (check all that apply):

- ☐ Residential Building(s)
- ☐ Commercial Building(s)
- ☐ Agricultural Building(s)
- ☐ No Building

Will the road or drive provide new or altered access to a Town road:

- ☐ No
- ☐ Yes Road Name: _____

Surface Material (check all that apply):

- ☐ Asphalt Depth: _____
- ☐ Gravel Depth: _____
- ☐ Concrete Depth: _____
- ☐ Other: _____

Specify erosion control to be utilized:

Applicant must provide a sketch of the proposed driveway showing location on property, grade, slope, width and length of driveway. Attach to application form along with application fee check (made out to Town of Potosi).

The following minimum specifications shall apply to the part of all new or improvement on existing driveways that are in Town Road right-of-way's installed after October 14th, 2024.

Minimum Surfaced Road Width16 ft.

Minimum Width Clearance24 ft.

Minimum Height Clearance, free of trees, wires, etc.14.6 ft.

Minimum Culvert Length30 ft.

Minimum Culvert Diameter18 in.

End walls are required on all culverts. Steel culverts are recommended. An adequate roadbed base of suitable material to support the projected traffic (include fire or rescue vehicles) shall be constructed. Notify a Board member on completion of driveway; a final inspection needs to be performed by the Town of Potosi Board.

The application fee will be refunded if the location for a driveway is denied. All driveways shall be constructed in accordance with the above requirements. Failure to submit an application and/or follow construction requirements will result in a \$100.00 fine and reconstruction of the driveway. Maintenance of the driveway shall be the responsibility of the applicant and/or property owner.

Signature of Applicant: _____

.....(This Section to be completed by the Town Board).....

☐ Fee Paid

Culvert: ☐ Will ☐ Will Not be required

Additional requirements:

Driveway application: ☐ APPROVED ☐ DENIED If denied, reason for denial:

Inspection: ☐ PASSED ☐ FAILED If failed, reason for failure:

The Town of Potosi has inspected the above driveway and determined the driveway meets the minimum standards.

TOWN of POTOSI BOARD APPROVAL: _____ (date) CHAIRMAN: _____

SUPERVISOR I _____ SUPERVISOR II _____