

TOWN OF STAFFORD

Genesee County, New York

APPLICATION FOR DRIVEWAY PERMIT

Date _____

Application is hereby made to the Town of Stafford Highway Superintendent for a driveway permit to be located and constructed at the following location.

(Diagram for location of Driveway)

Must Include:

- a. Reference point such as pole number, sign posts, etc.
- b. Distance driveway is located from reference point.
- c. Stake driveway on both sides of its 20' width.

Signature of Owner _____

Address of Owner _____

Signature of Highway Supt. Approved _____

Disapproved _____

Date _____

DRIVEWAY COMPLETION CERTIFICATE

Certificate signed only after driveway entrance is completed.

Signature of Highway Supt. _____

Date _____

ENTRANCES AND EXITS TO TOWN HIGHWAYS

An Ordinance Regulating the Location and Construction of Driveway Entrances and Exits on Town Highways.

The Town of Stafford acting through its duly constituted Town Board and pursuant to the authority conferred by Section 130. sub. 7-a of the Town Law of the State of New York Ordains as follows:

Section 1. No Person, firm or corporation shall after the effective date of this ordinance cut, construct or locate any driveway entrance or exit into a highway of the Town of Stafford without having first received permission to do so from the superintendent of the public highway.

Section 2. Any person, firm or corporation desiring to make, construct or locate a driveway entrance or exit into a town highway of the Town of Stafford shall make an application for a permit to do so to the highway superintendent of said town. In addition to the general "Standard Driveway Entrance and Exit Crossing Requirements" set forth herein below. The highway superintendent of the Town of Stafford may impose any "Special Requirements" which the particular situation at the location where such driveway is sought to be located requires in his judgment under the circumstances.

Section 3. The "Standard Driveway Entrance and Exit Crossing Requirements: shall be as follows:

- a. The applicant shall furnish all materials and bear all costs of construction within the town highway right of way, pay the cost of all work done and materials furnished as required to meet the conditions of any permit issued by the Town Highway Superintendent.
- b. No alteration or addition shall be made to any driveway or be relocated without first securing a new permit from the Town Highway Superintendent.
- c. No more than two driveways to a single commercial establishment entering on one highway shall be permitted.
- d. The maximum width for a single combined entrance or exit shall be not more than 50 feet for commercial use and not more than 30 feet for residential use. The maximum width for each driveway when two or more are permitted shall not be more than 50 feet.
- e. The angle of the driveway with respect to the pavement shall not be less than 45 degrees.
- f. No driveway shall be permitted where sight distance at pavement edge is less than 350 feet in each direction.
- g. No driveway shall be permitted within 50 feet of any public highway intersection boundary line.
- h. A fully dimensioned plan of the proposed driveway shall be attached to each application for a permit required hereunder.

- i. Any culvert pipe required to be installed at such driveway entrance or exit shall be of corrugated metal pipe, or equal no smaller than 12 inches in diameter and no shorter than 20 feet in length.
- j. No head walls above surface of driveway shall be permitted.
- k. No concrete surface closer to the traveled highway than the edge of the highway property line.
- l. Asphalt surface may connect with traveled roadbed under strict directions of the highway superintendent.
- m. A culvert pipe shall be placed so as to allow it to run full without spilling out onto the highway either on the high or low side of the pipe.

Section 4. Any person, firm or corporation who violates the provisions of this ordinance shall be guilty of an offense punishable by a fine of not more than \$100.00 or by imprisonment, in case of an individual, for not more than 30 days or both such fine and imprisonment. In addition to the above provided penalty and punishment for violations of this ordinance, the Town Board may also maintain an action or proceeding in the name of the Town in a court of competent jurisdiction to compel compliance with to restrain by injunction any violation of this ordinance.

Section 5. This ordinance shall take effect ten days after its publication and posting as provided in Article 9 of the Town Law.

Section 6. Appeal of any section of this ordinance shall be made in writing to the Town Board 10 days in advance of any regular town board meeting and shall be acted on at that regular meeting of the town board. The Town board shall have the authority to set aside any section of the above ordinance on appeal.

Dated: October 20, 1996.