



Town of Madawaska Planning and Code Enforcement
328 St. Thomas Street, Suite 101, Madawaska, ME 04756
207-728-6351 / dduperre@madawaska.me

DRIVEWAY PERMIT APPLICATION

A permit is required for private driveways in accordance with the Town of Madawaska Land Use Ordinance and driveways must comply with Standard Conditions and Approval. (see back of application).

Property Address: _____ Map _____ Lot _____

Owner: _____ Phone: _____

Applicant (if different from owner): _____ Phone: _____

Address: _____ Town: _____ Zip: _____

Email: _____ Estimate Project Cost: \$ _____

Note: If not owner, please attach written authorization to apply for permits and/or approvals.

I. Project Description

Please provide a specific description of the project including location, dimensions, setbacks, structures, materials, etc (please attach plans or any invoicing of materials)

II. Contractor

Name of Contractor: _____ Tel# _____

III. Signature of Applicant/Owner

Name: _____ Date: _____

Signature: _____

Office Use Only

Zoned: _____

Tax Account Number: _____

Approved by: _____ Code Enforcement Officer

_____ Public Works Director

Permit # _____ Fee: _____ Date: _____

MAP _____ LOT _____ STREET ADDRESS: _____

STANDARD CONDITIONS AND APPROVAL

1. Provide, erect, and maintain all necessary barricades, lights, warning signs and other devices as directed by **MaineDOT (state owned roads) or Madawaska/Municipality (town owned roads)** to properly safeguard traffic while the construction is in progress.
2. At no time cause the highway/street/road to be closed to traffic.
3. Where the driveway is located within a curb, curb, and gutter, and/or sidewalk section, completely remove the existing curb, curb and gutters, and/or sidewalk as may be required to create the driveway and restore drainage. All driveways abutting sidewalk sections shall meet the requirements set forth in the Americans with Disabilities Act of 1990, 42 U.S.C. Sec. 12131 et seq.
4. Obtain, have delivered to the site, and install any culverts and/or drainage structures which may be necessary for drainage, the size, type and length as called for in the permit pursuant to 23 M.R.S.A. Sec 705. All culverts and/or drainage structures shall be new.
5. Start construction of the proposed driveway within (12) twelve months of the date of permit issuance and substantially complete construction of the proposed driveway withing twelve months of commencement of construction.
6. Comply with all applicable federal, state, and municipal regulations and ordinances.
7. Do not alter, without the express written consent of the MaineDOT, any culverts or drainage swales within the MaineDOT right of way.
8. File a copy of the approved driveway permit with the affected municipality or LURC, as appropriate within 5 business days of receiving the MaineDOT approval.
9. Construct and maintain the driveway side slopes to be no steeper than the adjacent roadway side slopes, but in no case to be steeper than 3 horizontal to 1 vertical, unless the side slope is behind existing roadway guardrail, in which case it shall be no steeper than 2 horizontal and 1 vertical.
10. Notice the Maine DOT of a proposed change of use served by the driveway when increase in traffic flow is expected to occur. This does not exempt the need for obtaining a Traffic Movement Permit (TMP) if trip generation meets or exceeds 100 passenger car equivalents (PCE) during the peak hour of the day.
11. Construct or implement and maintain erosion and sedimentation measures sufficient to protect MaineDOT or municipality facilities.
12. Driveways shall be designed such that all maneuvering and parking of any vehicles will take place outside of the highway right-of-way and where vehicles will exit the premises without backing into the highway traveled way or shoulders. All driveways will have turnaround area to accommodate vehicles using the premises.
13. Closing any portion of the highway or roadway including lanes, shoulders, sidewalks, bike lanes, or ATV access routes in not permitted without MaineDOT or Municipal approval.

FURTHER CONDITION OF THE PERMIT

The owner shall assume, the defense of, and pay all damages, fines, and penalties for which he/she shall become liable, and shall indemnify and safe harmless said municipality, its representatives, agents and employees from liability, actions against all suits, claims, damages for wrongful death, personal injuries or property damage suffered by any person or association which results from the willful or negligent action or inaction of the owner/applicant (agent) and in proceedings of ever kind arising out of the construction and maintenance of said entrance(s), including snow removal.

Nothing herein shall, nor is intended to, waive any defense, immunity or limitation of liability which may be available to the MaineDOT, their officers, agents or employees under the Maine Tort Claims Act or any other privileges and/or immunities provided by law. It is a further condition that the owner will agree to keep the right of way inviolate for public highway purposes and no signs (other than traffic signs and signals), posters, billboards, roadside stands, culver end walls or private installation shall be permitted within Right of Way limits.