

APPENDIX-I



DRIVEWAY PERMIT APPLICATION

This application is required for all new connections to Town maintained streets including an individual single family residence in accordance with the latest Town of Waxhaw *Policy for Driveway Design & Construction*.

If the new driveway is to be located on a state maintained road, contact the North Carolina Department of Transportation at 704-218-5100.

Location of Property Requesting New or Modification of Access: _____

Nearest Public Street Intersection: _____

Development Name: _____

Proposed Location and Type of Driveway(s):

Driveway #1 (circle all that apply) New Existing Residential Commercial/Other
Exact Distance and Direction to Nearest Public Street Intersection: _____

Driveway #2 (circle all that apply) New Existing Residential Commercial/Other
Exact Distance and Direction to Nearest Public Street Intersection: _____

Show proposed driveway(s) on attached sketch or site plan. This plan **must show** details of proposed driveways including proposed width and radius, pipe length and size, adjacent property lines, driveways on adjacent property, existing and proposed buildings, and parking areas and roadway features.

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- I, the undersigned property owner, request access and permission to construct driveway(s) or street(s) on public right-of-way at the above location.
 - I agree that no signs or objects will be placed on or over the public right-of-way other than those approved by the Town.
 - I agree that the driveway(s) or street(s) will be constructed as shown on the attached plans.
 - I agree that the driveway(s) or street(s) as used in this agreement include any approach tapers, storage lanes or speed change lanes as deemed necessary by the Town Engineer.
 - I agree that this permit becomes void if construction of driveway(s) or street(s) is not completed within 12 months.
 - I agree to construct and maintain the driveway(s) or street(s) in a safe manner so as not to interfere with or endanger the public travel.
 - I agree to provide during construction proper signs, signal lights, flaggers and other warning devices for the protection of traffic in conformance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways" and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the Town Engineer.
 - I agree that the Town of Waxhaw will assume no responsibility for any damages that may be caused to such facilities, within the highway right-of-way limits, in carrying out its construction.

- I AGREE TO NOTIFY THE TOWN ENGINEER IN WRITING WHEN THE PROPOSED WORK BEGINS AND WHEN IT IS COMPLETED.

I agree that the driveway(s) described in this permit application will be constructed according to the approved driveway permit.

Property Owner Name: _____ **Phone:** (____) _____ - _____

Property Owner Mailing Address: _____

Applicant's Signature: _____ **Date:** _____

Application Approved by Town Engineer: _____ **Date:** _____
(Signature)

Instructions: Town of Waxhaw Driveway Permit Applications Must Include:

- 1. Two original signed Driveway Application Forms.**
- 2. Two sets of site plans (or detailed sketch on separate page).**
- 3. Mail or hand deliver application forms and site plans to Town Engineer's attention to: 1150 North Broome Street Waxhaw, NC 28173.**

(For Official Use Only)

Date Application Received: _____ Application Received by: _____