



## 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 Town of Stanley *Code of Ordinances Chapter 93*.

**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: *(if applicable)* \_\_\_\_\_

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 Material: \_\_\_\_\_

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, location of water and sewer taps, 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.
  - I agree that the Town of Stanley 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 PLANNING ADMINISTRATOR 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 Planning Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Signature)

**Application Approved by Public Works:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Signature)

*Application Approved by Town Engineer (if applicable):* \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Signature)

**Instructions: Town of Stanley Driveway Permit Applications Must Include:**

1. Original signed Driveway Application Forms.
2. A set of site plans (or detailed sketch on separate page).
3. Email, Mail or hand deliver application forms and site plans to Town Planning Administrator's attention to: PO BOX 279 416 Hwy 27 South Stanley, NC 28164.

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(For Official Use Only)

Date Application Received: \_\_\_\_\_

Application Received by: \_\_\_\_\_