

**TOWN OF RYE, NEW HAMPSHIRE  
PUBLIC WORKS DEPARTMENT**

**Driveway Permit Application**

**Applicant:** \_\_\_\_\_ **Phone No.** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Land Owner: (if other than applicant)** \_\_\_\_\_

**Contractor:** \_\_\_\_\_ **Phone No.** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Driveway Location:** \_\_\_\_\_

**Driveway Tax Map:** \_\_\_\_\_ **Lot No.** \_\_\_\_\_

**Driveway Type :** ( check one) **Residential** \_\_\_\_ **Commercial** \_\_\_\_ **Industrial** \_\_\_\_ **Other** \_\_\_\_

Pursuant to RSA 236:13, V, and regulations adopted hereunder, I apply for permission to construct a driveway entrance as described in this permit. I understand the construction conditions as printed on the attached pages of this application.

**SIGNED:** \_\_\_\_\_ **DATED:** \_\_\_\_\_  
(Land Owner's Signature)

As the landowner, I hereby agree to the following conditions:

1. To construct the driveway entrance only for the bona fide purpose of securing access to the identified private property, such that the road right of way is used for no purpose other than that approved for by the Town of Rye, and identified above.
2. To construct the driveway entrance at the permitted location in accordance with state statues, town rules and regulations, all provisions of the driveway permit regulations, and the conditions for construction attached.
3. To hold harmless the Town of Rye, NH and its' duly appointed agents and employees against any action for personal injury and/or property damage sustained by reason of the exercise of this Driveway Permit.
4. To furnish and install drainage structures and improvements deemed necessary to maintain the existing road drainage, and adequately handle any increased runoff resulting from the site, so that no additional drainage runs into or onto the Town's roadway.
5. To leave the road right of way free from all debris such as, stones, rocks, earth, and brush resulting from the construction of said driveway.
6. To maintain the driveway culvert in good and operational condition, regardless of the culverts location.
7. That driveway permits are non-transferable and are valid for only one year from date of issuance.
8. That property owner's agent must submit written proof that he or she is an authorized agent.

Fill out the application form, stake out or paint the limits of the proposed driveway in the field, and submit the entire form along with a check in the amount of \$75.00, payable to the Town of Rye, NH to: Rye Public Works, 10 Central Road, Rye, NH 03870.

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PUBLIC WORKS DEPARTMENT  
CONDITIONS FOR CONSTRUCTION**

**Non-compliance with any of the following conditions shall result in rejection of the application. Waiver of any of the conditions can be made by Planning Board action only.**

1. All driveways shall be constructed to conform to typical driveway conditions for the Town of Rye, NH.
2. Only one driveway entrance per lot is permissible without Planning Board approval.
3. It is the owner's responsible to determine whether wetland or dredge & fill permits are required, and to obtain same if so.
4. All driveways within the Town's right of way shall be constructed of a hard surface such as concrete, asphalt, or paving stones,
5. No driveway shall be constructed within 100 feet of an intersecting road, said distance measured from the nearest road side line to the nearest driveway sideline. (Section 602.1 B (4) of *Rye Planning Board Land Development Regulations*)
6. No driveway shall be constructed within 10 feet of an abutting property line, said distance measured from the nearest abutting side line to the nearest driveway sideline.
7. Corner lots driveways shall access only from the lesser traveled road. (Section 202.6 *Rye Zoning Ordinance*.)
8. Access to a lot must be over its own frontage. (Section 202.14 *Rye Zoning Ordinance*.)
9. A minimum 200 foot all season safe sight distance in each direction must be provided and maintained.
10. The driveway shall have a maximum finished width of 14 feet at the property line and flare to a maximum finished width of 20 feet at the road surface.
11. The grade of all driveways shall slope away from the road surface at a minimum slope of ¼ inch per foot (2%) to a point at the center of the drainage swale or the property line whichever is encountered first.
12. Any driveways which require a driveway culvert to maintain proper road drainage shall have a minimum inside diameter of 12 inches, and be a minimum of twenty feet long. All driveway culverts shall be constructed of HDPE plastic with water tight joints. In addition all culverts shall begin and end with headwalls or flares.
13. It is the responsibility of the property owner to determine whether wetland permits are required. Any driveway construction which disturbs a wetland or body of water shall have received a permit from the State of New Hampshire, Department of Environmental Service prior to beginning construction.

14. Driveways shall be constructed to anticipate and address any and all storm water or drainage flow along the road, without directing the flow into or onto the travel way. No storm or site drainage shall be directed into or onto the road surface.
15. Driveways shall not interrupt the natural flow of storm water or drainage. Where such interruption is likely the driveway shall be adequately swaled or culvert installed.
16. Driveways shall intersect roadways at an angle as close as practicable to 90 degrees, but in no case shall the intersecting angle be less than 75 degrees.
17. Driveways greater than 150 feet measured from the edge of the paved roadway to the residence shall be equipped with a suitable turnaround area for emergency apparatus and require written approval from the Rye Fire Chief.
18. A shared driveway facilitating greater than two dwellings requires Planning Board approval.
19. Property owners requesting more than one driveway per lot shall require Planning Board approval.
20. Temporary access points across Town property or right of ways for the purpose of logging, gravel removal, or other temporary uses shall require the issuance of a temporary driveway permit.
21. The property owner is responsible to adhere to any and all local, state and federal rules and regulation associated with the requested driveway construction.
22. All driveways shall have a finished surface of either, concrete, bituminous asphalt, or modular paving units within the Town right of way.
23. All driveways shall be constructed in such a manner as to not create any potential for any damage to road maintenance equipment, or the public. Any driveway with the potential to do so will be required to be reconstructed or removed at the owner's expense.
24. The Public Works Director may require submission of a detailed drainage and grading plan, at his sole discretion, whenever there is a question regarding compliance with these regulations. Said plan shall be prepared by a licensed professional engineer at the expense of the property owner.
25. Driveways located on state highways also require a Driveway Permit from NH DOT District 6.
26. Driveways for non-residential and multi-family uses shall be constructed per the standards of Section 705 of the *Rye Planning Board Land Development Regulations*. (Section 611.5 (E) of *Rye Planning Board Land Development Regulations*.)

**END OF CONSTRUCTION CONDITIONS**