

Town of Chester
203 Middlesex Avenue
Chester Connecticut 06412



telephone: 860-526-0013
facsimile: 860-526-0004
www: chesterct.org

APPLICATION FOR DRIVEWAY PERMIT

<u>TOWN OF CHESTER, CONNECTICUT</u>	FOR OFFICIAL USE	Permit No. _____
Application is to be filled in completely and mailed/delivered to: Town Hall 203 Middlesex Avenue Chester CT 06412	Temp. Approval date: _____ Final Approval date: _____ Bond posted: _____ Amount: _____ Bond released: _____ Public Works Approval: _____	

Application is hereby made for a permit to construct a driveway in accordance with the construction specifications of the Town of Chester, CT.

OWNER: _____
ADDRESS: _____

LOCATION OF PROPOSED WORK: _____

CONTRACTOR: _____
TELEPHONE: _____

PROPOSED START DATE: _____ COMPLETION DATE: _____

ISSUE PERMIT TO: _____
ADDRESS: _____
TELEPHONE: _____

Nearest utility pole number: _____
Street or highway name: _____

Applicant must accurately include the above information that depicts the proposed work on the back of this application. If another sheet is necessary please attach to this sheet.

I agree to reimburse the Town of Chester for any expenses caused by the execution of the work, and to perform the work in accordance with the plan as submitted.
Signed: _____ Telephone: _____

The owner of the property for whom this work is being performed agrees to accept all future maintenance responsibility for the work as described herein.
Signed: _____ Telephone: _____

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Prior to the start of any subsurface work the applicant shall be required to contact "Call Before You Dig" at 1-800-822-4455 and obtain an excavation ticket number. This number must be provided to the Town prior to the start of work and shall be placed on the Permit.

A copy of the Permit must be on the job site at all times for inspection by the Town agencies, police and fire departments and other interested parties.

Street Cut Permit

Permit No: _____

Applicant: _____

Address: _____

Telephone Number: _____

Owner (if not applicant): _____

Address: _____

Telephone Number: _____

Type of work: _____

CALL BEFORE YOU DIG NO: _____

Applicant:

Signature: _____ Date: _____

Approved By: _____ Date: _____

Title: _____

TOWN APPROVALS

Public Works: _____ Date: _____

Zoning Officer: _____ Date: _____

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RESOLVED: That the Board of Selectmen, pursuant to Section 6, Required Specifications, of the private road tie in ordinance adopted October 18, 1994, by Town Meeting hereby adopt the following specifications concerning the work covered by any permit required by said ordinance:

1. The Board of Selectmen appoints the Zoning Enforcement Officer as its duly authorized representative.

2. The permit applications shall be a Street Cut Permit and a Driveway Permit. A minimum forty-eight (48) hour notice is required before issuance of permit. The Board of Selectmen or its duly authorized representative must inspect the site of the proposed work before any permit for construction is issued.

3. The amount of the fee, payable to the Town of Chester, to be charged for said permits shall be:

Street Cut Permit	\$ 200.00
Driveway Permit	\$ 25.00

4. All work will be performed in accordance with the requirements of the Town road specifications (Appendix A attached) as applicable and per the State of Connecticut Department of Transportation, Standard Specifications for Roads, Bridges and Incidental Construction, Form 814.1988 as amended.

5. A letter of credit shall be posted by the applicant to insure completion of the work. The letter of credit will be callable if any work is not completed as required within the time limit set forth in paragraph 7, in which event the work would be completed by the Town as required by the specifications.

Driveways without culverts	\$ 1,500.00
Driveways with culverts	\$ 2,000.00
Street Cut	\$ 5,000.00

Should extraordinary conditions exist including but not limited to extensive site work or grading to maintain an adequate sight distance, then the bond amounts shown above may be adjusted higher, but in no instance will they be lowered. On major utility projects, such as, but not limited to, new sewer and water main installations, the cash bond amount will be established during the plan review stage of the project. Any permit granted by the Board of Selectmen or its duly authorized representative shall be conditioned upon the receipt by the Town of Chester of a letter of credit in a form and amount and with surety and conditions satisfactory to it to ensure the completion of the work. Said letter of credit will be held for 180 consecutive calendar days after the completion of the work.

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6. The owner and the owner's contractor shall hold the Town of Chester, the Board of Selectmen and their agents and employees harmless against any action for personal injury or property damage sustained by reason of the exercise of this permit. A Certificate of Insurance must accompany the permit application.
7. The work will be completed as promptly as possible after the cut is made to prevent road edge pavement from breaking up. All construction work covered by the permit will be subject to the inspection and approval of the Board of Selectmen or its duly authorized representative and will be completed within (30) calendar days after issuance of permit. An extension of time is granted by the Board of Selectmen or its duly authorized representative upon written request by the owner showing good cause. Said extension shall not be reasonably withheld.
8. No dirt, gravel or other material shall be allowed to wash into or be deposited on the Town roadway during construction. Should any dirt, gravel or other materials wash into or be deposited on the Town roadway, said material will be removed promptly by the owner. Should the owner fail to remove said material, the Town of Chester may remove said material and make any repairs to the Town road that may be necessary. The Town of Chester will charge the owner the full cost of said removal and repair.
9. No Zoning Permit will be issued unless a Street Cut Permit or Driveway Permit has been issued with the appropriate cash bond where applicable.
10. No Certificate of Occupancy shall be issued until the Board of Selectmen or its duly authorized representative approves the work or extends the permit under paragraph 7.
11. In the event that the Zoning Regulations or Subdivision Regulations applicable to the Town of Chester provide different specifications than the specifications herein provided for (Appendix A), then the more stringent requirements shall govern.

Amended: August 20, 2002

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Appendix A Specifications for Street Cut Permit and Driveway Permit

1. A driveway, access road or street cut serving private property and intersecting with a Town highway will be constructed in such a manner that it does not interfere with the existing, the movement of traffic or the removal of snow from the abutting highway. The Owner or contractor will maintain and protect the vehicular and pedestrian traffic while the work is under construction for the full length of the project and will provide a sufficient number of travel lanes and pedestrian passageways to move traffic. The Owner or contractor will maintain construction signs, construction barricades and traffic cones that forewarn traffic of the construction. The owner or contractor will erect, maintain and remove these signs.
2. The driveway or street cut will be constructed in such a manner that it does not permit runoff of water from the abutting Town highway to enter into the property of the owner or adjacent properties thereby creating a nuisance to the Town and a property owner, unless an easement in a form satisfactory to the Town Attorney and approved by the Board of Selectmen is granted by such owner to the Town of Chester for such runoff.
3. Construction, repair and maintenance work done by a permittee will be of the highest grade and materials used will be of the best quality for each class of work performed. All work will conform to the specifications of the Board of Selectmen or its duly authorized representative and to recognized standards of construction, repair and maintenance, and must be acceptable to the Board of Selectmen or its duly authorized representative. If, at any time, a permittee refuses or neglects to conduct the work or the material as directed, the Board of Selectmen or its duly authorized representative shall stop the work immediately, and will cause the permittee to arrange for a change of workmen, materials and methods. If the permittee thereafter refuses to comply with the instructions, the Board of Selectmen or its duly authorized representative may revoke the, permit and restore the Town highway right-of-way and charge the permittee for all costs of this work.
4. The sidewalk and any other paved area between the curb and street line will rise from the outer edge (curb side) to inner edge at a minimum rate of 3/8 inches to the foot and at a maximum rate of 3/4 inches to the foot This requirement may be varied to meet special conditions only on order of the Board of Selectmen or its duly authorized representative. All sidewalks will be 4000 PSA concrete in twenty-eight (28) days.
5. Restoration of curbing will match existing curbing.
6. All earth slopes within the Town highway right-of-way will not be steeper than one (1) unit vertical to two (2) units horizontal, will be covered with a minimum of four (4) inches of

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topsoil and will be suitable seeded with a permanent grass type seed mixture or planted with other acceptable vegetative ground cover to prevent erosion. A sedimentation/erosion control plan will be submitted for approval prior to issuance of the permit. Field adjustment to said sedimentation/erosion control plan may be required by the Board of Selectmen or its duly authorized representative.

7. The Board of Selectmen or its duly authorized representative may require the removal of sight obstructions including but not limited to trees, bushes, shrubs, boulders, rocks and stone walls, or adjustments to cut slopes adjacent to intersections of a private driveway or street cut with a Town highway in order to assure an adequate sight distance at the intersection and to ensure a safe and efficient means of access for emergency vehicles. A minimum sight distance of one hundred fifty (150) feet will be provided unless otherwise permitted by the Board of Selectmen or its duly authorized representative. The sight distance will be measured from a point in the driveway six (6) feet from the edge of pavement to a point on the center line of the near traffic lane of the Town highway.

8. Where culverts are required by the Board of Selectmen or its duly authorized representative within the Town highway right-of-way, such culverts will be constructed of ADS or equivalent pipe, corrugated aluminum pipe, or reinforced concrete pipe and will be of such size, not less than fifteen (15) inches in diameter, as to adequately convey all surface runoff which may be reasonably expected to withstand AASHTO H-20 loadings and will have a minimum cover over the top of the culvert of one (1) foot. Unless otherwise approved by the Board of Selectmen or its duly authorized representative. Inlet and outlet ends of culverts will have rubble stone or concrete endwalls or metal end sections.

9. Final inspection of work performed under permit will be made by the Board of Selectmen or its duly authorized representative and the Public Works Foreman. The purpose of such inspection is to ascertain whether the work has been performed according to the terms of the permit and in a manner satisfactory to the Board of Selectmen or its duly authorized representative. In any case, before the work will be accepted, the traveled way, shoulders, roadside, ditches and other parts of the Town highway must be placed in as good a condition as before the work was started.

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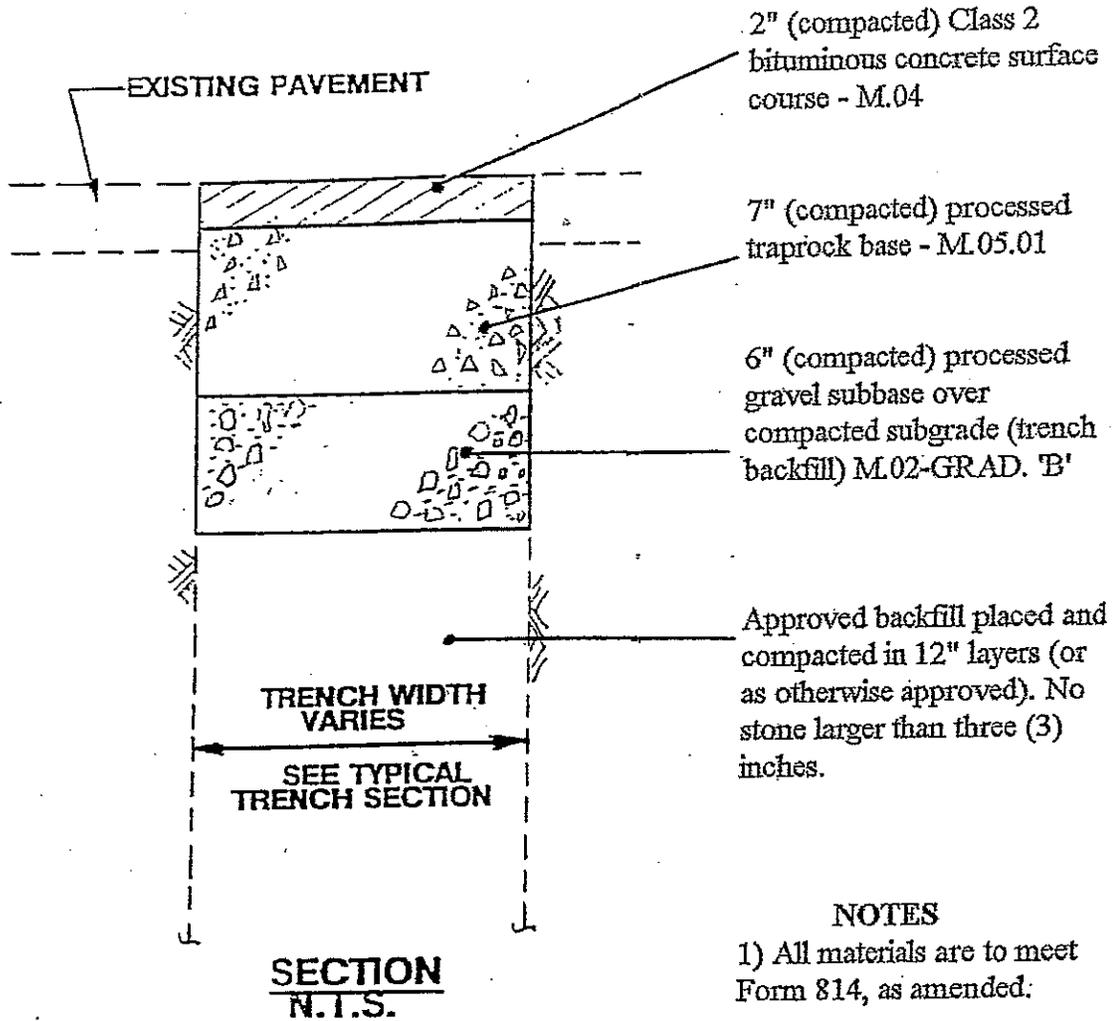
DRIVEWAYS:

No more than one combination entrance and exit will be allowed for any property with frontage of less than fifty (50) feet. Parcels having frontage from fifty (50) feet to one hundred (100) feet may be permitted two entrances if a minimum of one-third of the total frontage is used to separate the driveways. Lots with frontage excess of one hundred (100) feet shall conform to such driveway and channelization layout as the Board of Selectmen or its duly authorized representative shall prescribe.

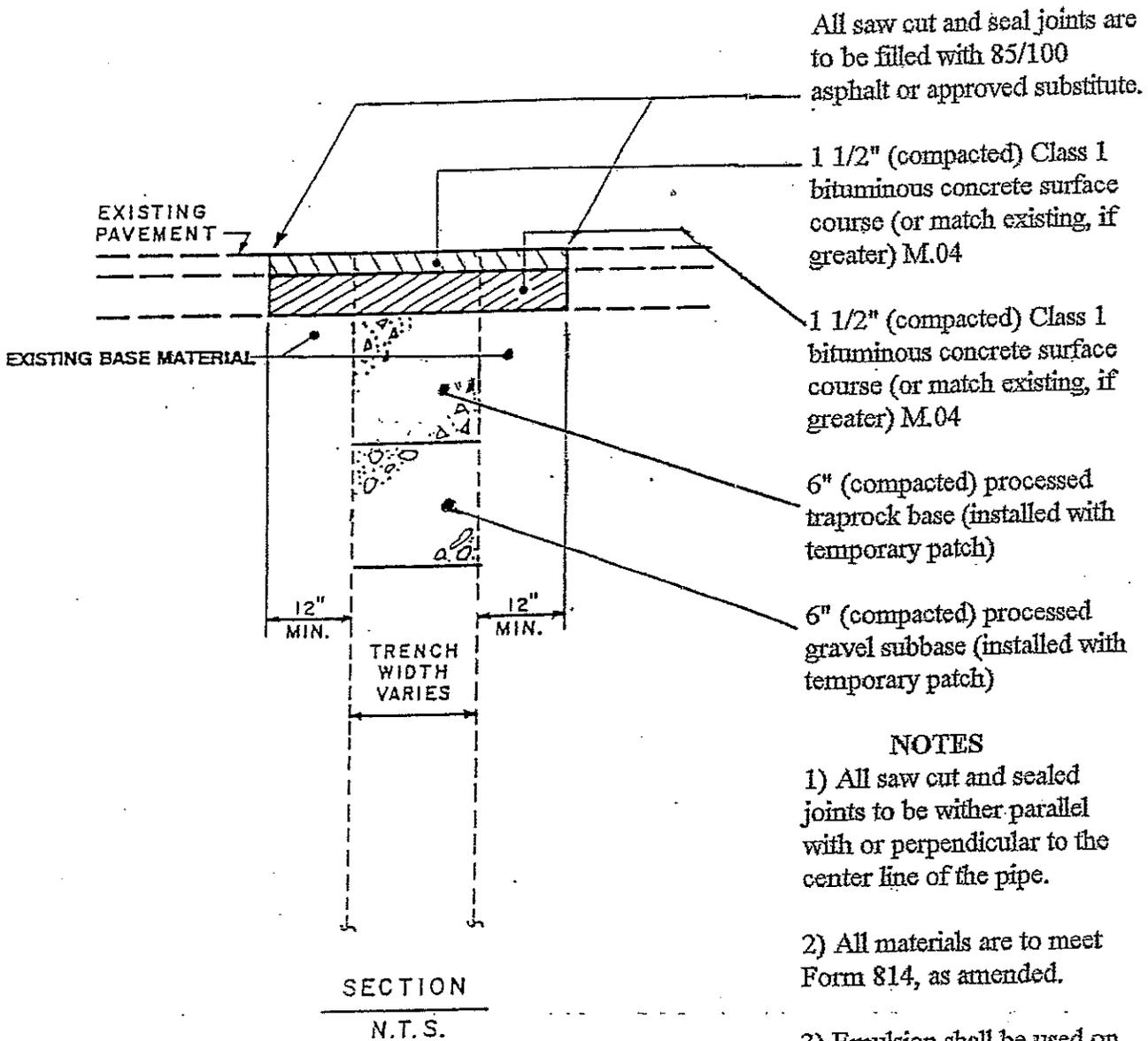
Driveways shall be graded for a distance of twenty (20) feet into the private property from the right-of-way line of an abutting Town highway so as to prevent erosion of earth materials onto Town property and shall be designed in a manner so as to confine the surface water to the gutter areas and permit free flowage of the water in ways of the Town highway. Driveway grades within the street right-of-way shall not exceed eight (8) percent. Paved driveway aprons shall be provided at each intersection of a driveway with an abutting Town highway. The driveway apron is that portion of the driveway extending from the Town highway pavement to the right-of-way line of the Town highway or to a distance of twelve (12) feet from the edge of Town highway pavement whichever is greater. In case of uncertainty as to the true location of a street right-of-way in a particular instance, for the purposes of this specification a reference right-of-way line shall be established by measuring twenty-five (25) feet from the center line of the existing road pavement. However, this clause shall not be construed as establishing any rights of ownership of land, its purpose being, merely to establish a reference line for driveway improvement purposes. The minimum driveway pavement shall be twelve (12) feet with a maximum of sixteen (16) feet and the minimum for a commercial driveway shall be twelve (12) feet with a maximum of thirty (30) feet. The minimum corner radius at the intersection of a Town highway and sides of a driveway apron shall be five (5) feet. The maximum corner radii shall be as approved by the Board of Selectmen or its duly authorized representative. The driveway apron paving shaft consist of a minimum two (2) inches, after compaction of bituminous concrete over a minimum of eight (8) inches of well graded run-off-bank gravel. The driveway apron shall consist of a one (1) inch lip to maintain gutter line grade.

STREET CUTS:

Temporary pavement patching detail:



Permanent pavement patching detail:



All saw cut and seal joints are to be filled with 85/100 asphalt or approved substitute.

1 1/2" (compacted) Class 1 bituminous concrete surface course (or match existing, if greater) M.04

1 1/2" (compacted) Class 1 bituminous concrete surface course (or match existing, if greater) M.04

6" (compacted) processed traprock base (installed with temporary patch)

6" (compacted) processed gravel subbase (installed with temporary patch)

NOTES

1) All saw cut and sealed joints to be wither parallel with or perpendicular to the center line of the pipe.

2) All materials are to meet Form 814, as amended.

3) Emulsion shall be used on all saw cut joints prior to paving.