



DRIVEWAY PERMIT REQUEST

NAME _____

ADDRESS _____

PHONE # (H) _____ (C) _____

DRIVEWAY LOCATION: ADDRESS OR LOT # and STREET

Driveway permit request approved by:

Public Works

Is this a second (2nd) Driveway? Yes _____ No _____

If yes, see the Stormwater Administrator before proceeding.

_____ Tile size: All driveway connections, new or redo, must have a 15 inch DOT tile, where required.

_____ Location of driveway to lot.

_____ Size of driveway (length & width). Width max. 18 ft. for single family. Width max. 24 ft. for multi-family.

_____ Driveway must be 5 ft. from property line.

_____ Location from intersection/fire hydrant for second driveway – 125 ft.

_____ There must be 25 ft. or more between driveway cuts, if more than one cut.

_____ There will be no permanent structures on the right of way (mail box or entrance columns).

_____ Curb cuts must be restored to Village standard.

_____ Commercial connection requires a concrete approach 8ft. back x 6 inches deep.

_____ If a street or walkway is damaged during construction, it must be restored.

_____ **MUST HAVE DRAWING OF DRIVEWAY.**

DRIVEWAY PERMIT APPLICATION
VILLAGE OF CLEMMONS DEPARTMENT OF PUBLIC WORKS

LOCATION OF PROPERTY:

STREET ADDRESS: _____ New or Redo
Lot # _____
House # _____

PROPERTY OWNER / REPRESENTATIVE

NAME: _____
ADDRESS: _____
PHONE NUMBER: (____) _____

AGREEMENT

I, the above signed property owner or representative, request permission to construct driveway(s) on public right-of-way at the above location. I agree to construct and maintain the driveway(s) in absolute conformance with the current "Village of Clemmons Driveway Ordinance" as adopted by the Village of Clemmons Council and incorporated by reference this Agreement. I agree to construct and maintain driveway(s) in a safe manner so as not to interfere with or endanger public travel.

I agree that no signs or objects will be placed on or over the public right-of-way.

I agree that the driveway(s) will be constructed as shown on the sketch on the attached plans which are incorporated by reference into this agreement.

I agree that driveway(s) as shown on this agreement includes any approach tapers, storage lanes, speed change lanes, or median openings as are deemed necessary.

I agree that if any future improvements to the roadway become necessary, the portion of the driveway located on public right-of-way will be considered the property of the Village of Clemmons and I will not be entitled to reimbursement or have any claim for present or future expenditures for additional driveway construction that might be necessary.

I agree that this permit becomes null and void if construction of the driveway(s) is not completed within 90 days after the approval date below.

I agree to indemnify, save and hold harmless the Village, their agents, servants, and employees from and against all claims, damages, loss, expense or liability arising from or in any way growing out of the granting of this permit.

(FOR COMERCIAL PROPERTIES):

Distance from the intersection of _____ Street: _____ ft.

Property will be used for: _____

Property Zoning: _____ Type of Construction: _____

Provide sketch showing proposed building, existing building, driveways, pavement width, right-of-way width, street features, storm drainage details, and other related information.

DRIVEWAY WIDTH FOR COMERCIAL PROPERTIES:

1. Width _____ ft., located on _____ Street, street pavement width _____ ft., right-of-way width _____ ft.
2. Width _____ ft., located on _____ Street, street pavement width _____ ft., right-of-way width _____ ft.

NOTE: MINIMUM CONSTRUCTION REQUIREMENTS FOR DRIVEWAYS ARE SET OUT IN CHAPTER 94 OF THE CODE OF ORDINANCES FOR THE VILLAGE OF CLEMMONS AND IN THE UNIFORM TRAFFIC CODE MANUAL AND ROADWAY DESIGN MANUAL OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION. IF YOU HAVE ANY QUESTIONS, CONSULT THE PUBLIC WORKS DIRECTOR BEFORE PURCHASING MATERIALS OR STARTING WORK.