

**TOWN OF CHARLESTOWN  
CURB CUT PERMIT**

Any damage to pavement or shoulders shall be repaired by a contractor approved by the town at the owner's expense. The penalties for conviction for violation of this Ordinance include imprisonment for not more than thirty (30) days and fines of not more than \$500. Per day for each day the violation is continued.

**Owner's Name** \_\_\_\_\_  
**Address** \_\_\_\_\_  
**Contractor** \_\_\_\_\_

ASSESSOR'S MAP # \_\_\_\_\_ LOT# \_\_\_\_\_ LOCATION ADDRESS \_\_\_\_\_

**DRIVEWAY CONSTRUCTION MATERIALS AND DIMENSIONS**

GRAVEL DEPTH: \_\_\_\_\_ WIDTH: \_\_\_\_\_

**SURFACE CONSTRUCTION**

Circle one: Concrete \_\_\_\_\_ Gravel \_\_\_\_\_ Asphalt \_\_\_\_\_ Crushed Stone \_\_\_\_\_ Other \_\_\_\_\_

**PROPOSED STORM WATER DRAINAGE**

**Natural Grade** \_\_\_\_\_ **Sub Drain** \_\_\_\_\_ **Culvert** \_\_\_\_\_ **Other** \_\_\_\_\_

Please attach a sketch or map of lot (sewer Plan) indicating location of the proposed driveway with dimensions.

Please put in writing how you propose to prevent storm water drainage from entering Town property. Please tilt driveway surface to the left or right to shed rainwater on the lot, before it reaches the road pavement. Please retain existing road shoulder grades. Maintain top of asphalt no higher than existing ground grade or install RCP culvert (if a culvert is required, it shall be RCP with a diameter no less than 12").

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any approval shall be subject to modifications required by State, Federal or local permitting agencies. The modification will be completed for inspection by \_\_\_\_\_

\_\_\_\_\_  
Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
<b>Director of Public Works:</b> ____ Approved as proposed ____ Approved subject to noted modification ____ Disapproved ____ Engineer Review Required ** ____ As Built Approval Required	<b>Building Official:</b> ____ Approved as proposed ____ Approved subject to noted modifications ____ Disapproved ____ Engineer Review Required **
<b>Town Planner:</b> ____ Approved as proposed ____ Approved subject to noted modifications ____ Disapproved ____ Engineer Review Required **	<b>Permit Fee: \$25.00</b> ** Fees to be paid by the applicant This permit will run concurrent with the building permit