

Town of Brussels

Permit to Install Access Driveway to Local Town Road

Fee: \$40.00

Date: _____ Parcel Number: _____

Applicant Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Driveway: _____ Primary _____ Secondary # of Driveways: _____

TYPE: Commercial: _____ Residential: _____ Rural (culv): _____

Diameter: _____ Length: _____

Description of proposed work (include base and surface material, width, clearances, setbacks, restrictions; draw plans on back of page)

All driveways shall be constructed in accordance with all requirements printed in Town of Brussels Ordinance No. 35 and in the Town of Brussels Zoning Ordinance 7.05 (see website for details). The maintenance of all driveways shall be the responsibility of the applicant. The above applicant requests permission to construct the driveway(s) hereinafter described on local Town Road right-of-way, and, in consideration of being granted permission, as evidence by the approval of the authorized representative of the Town Board, binds and obligates himself to construct the driveway(s) following the description contained herein and sketches, as included, and to abide by the general requirements and locations design. Applicant is responsible for complying with all State and Federal laws concerning construction.

SPECIAL REQUIREMENTS AND RESTRICTIONS:

The work proposed under this permit will be completed by _____, 20____.

This application and terms and conditions of a proposed permit agreed to by:

OWNER SIGNED _____ DATE: _____

TO BE COMPLETED BY TOWN REPRESENTATIVE:

Drainage culvert required? _____ Yes, Size: _____ or _____ No

Reason: _____

If Approved: _____, Chairman Permit #: _____

NOTE: IF APPROVED, ISSUED PERMIT EXPIRES ONE YEAR FROM DATE OF ISSUE.

GENERAL REQUIREMENTS & RESTRICTIONS:

1. The applicant represents all parties in interest, and that any driveway or approach constructed by him is the bonafide purpose of securing access to his property and not for parking or servicing vehicles, or for advertising, storage or merchandising of goods on the town right-of-way,
2. The permittee will furnish all material, do all work, and pay all costs in connection with the construction and maintenance of the driveway and its appurtenances on the right-of-way. All culverts shall be corrugated steel and the character of work will be as designated and subject to approval of the Brussels Town Board. The permittee will make the installation without jeopardy to or interference with traffic using the roadway. Roadway surfaces, shoulders, ditches, and vegetation disturbed will be restored to equivalent or original condition by the permittee.
3. The applicant, his successor or assigns, agrees to hold the Town of Brussels, its agents and employees, harmless against any actions for personal injury or property damage sustained by reason or exercise of this permit.
4. The surface of the driveway connecting the rural-type roadway sections will slope down and away from the roadway shoulder a sufficient amount and distance to preclude ordinary surface water drainage from the driveway are flowing onto the roadbed. The driveway will not obstruct or impair drainage in roadway side ditches or other roadside areas. Driveway culverts, where necessary, will be adequate for surface water drainage along the roadway and never less than the equivalent of **15-inch diameter pipe in new or like new condition.**
5. Driveway and culvert, if required, will meet all requirements of the Town of Brussels Ordinance No. 35 and Zoning Ordinance 7.05 of the Town of Brussels (see website for further details).
6. That the construction operation contemplated under the terms of this permit will conform to all requirements for the specific class of work as may be set forth by the Brussels Town Board.
7. Driveway side slopes will be of earth material only. No concrete, stone, or bituminous side slopes will be constructed. If end walls are to be used on the culvert, the slope of the walls will not protrude above the grade of the driveway.
8. The board reserves the right to make such changes, additions, and relocations within statutory limits on the right of way as may be considered necessary to permit the relocation, widening, and maintaining of the town road, or to provide proper protection to life and property of the town road.