



FEE PAID _____

TOWN OF TOWNSEND

DRIVEWAY PERMIT # _____

AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED.

PRINT NAME: _____ ADDRESS: _____

LOCATION OF PROPOSED DRIVE WAY (STREET & NO.) _____

MAP _____ BLOCK _____ LOT# _____ The driveway is located _____ Feet from pole

_____ in ()N ()S ()E ()W direction. DRIVEWAY LENGTH: _____ Feet.

I hereby apply for a permit

() to make an opening for a driveway in a () town way or () other way which the Town of Townsend is, by law, obligated to maintain and keep in repair.

() to construct a () residential driveway or () *common driveway

residential or () Commercial & Industrial - ONE/TWO WAY according to the requirements specified in Zoning Bylaws Section 6.3.

SIGNATURE OF APPLICANT: _____ DATE: _____

TELEPHONE NUMBER: () _____

REFERRED TO:	APPROVED BY:	DATE:
HIGHWAY SUPERINTENDENT	X	X
Comments:		
	APPROVED BY:	DATE:
BUILDING COMMISSIONER	X	X
Comments:		
REFERRED TO:	REVIEWED BY:	DATE:
LAND USE COORDINATOR	X	X
COMMENTS / Planning Board Issues:		
COMMENTS / Conservation Issues:		
Referral To: (i.e. Police Chief - Fire Chief*)	X	X

TOWN OF TOWNSEND

APPLICATION FOR DRIVEWAY PERMIT INSTRUCTIONS

General Bylaw Article II, Section 13

Zoning Bylaw Section 6.3

Scenic Roads Act, M.G.L. Chapter 40, Section 15C

SUBMIT THIS APPLICATION TO THE HIGHWAY DEPARTMENT SUPERINTENDENT ALONG WITH CASH OR CHECK PAYABLE TO THE TOWN OF TOWNSEND IN THE AMOUNT OF \$25.00 FOR A SINGLE DRIVEWAY AND \$75.00 FOR A COMMON DRIVEWAY. PLEASE SUBMIT A SITE PLAN SKETCH (SUCH AS A SEPTIC DESIGN PLAN) SHOWING PROPERTY LINES, STREETS AND LOCATION OF DRIVE.

The Driveway shall be constructed in accordance with Townsend General Bylaws Article II, Section 13, and Zoning Bylaws Section 6.3. A sketch showing property lines, streets and location of drive was included with the application and is made a part of this permit.

Driveways shall not overlap existing street pavement. The portion of the apron required in Zoning Bylaws Section 6.3.3.8 which extends from the edge of the Town Way pavement to the property line shall be 10 feet wider at the pavement edge than the width of the driveway as required in Zoning Bylaws Section 6.3.3.5 and shall narrow to the width of the driveway at the property line.

All work will be supervised by the Highway Superintendent. Call 597-1712 to make arrangements. The Building Commissioner may inspect the site before, during and after construction for compliance with Zoning Bylaw Section 6.3.

This permit does not relieve the applicant or any person of the necessity of complying with all other applicable federal, state or local statutes, ordinances, bylaws and regulations, including the Wetlands Protection Act which forbids work within 100 feet of a wetland without an Order of Conditions issued by the Conservation Commission. Call the Land Use Coordinator at (978) 597-1703 for information on this procedure.

The Scenic Roads Act, M.G.L. Chapter 40, Section 15C, which states after a road has been designated as a Scenic Road, any repair, maintenance, reconstruction or paving work done with respect thereto shall not involve or include the cutting or removal of trees or the tearing down or destruction of stone walls, or portions thereof, except with the prior written consent of the Planning Board after a public hearing; however, when the hearing is held under the provisions of this section and M.G.L. Chapter 87, Section 3, such hearings shall be consolidated into a single public hearing before the Tree Warden and the Planning Board. Pursuant to April 22, 1974 Town Meeting Vote, all roads of the Town of Townsend other than state numbered routes or state highways are designated as "Scenic Roads." Call the Land Use Coordinator at (978) 597-1703 and / or the Tree Warden, Don Massucco, at (978) 597-2551.

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Revision 9/1/00

6.0 LAND USE REGULATIONS

6.1

Except as provided by law or in this by-law in each district no building, structure, or land shall be used or occupied except for the purposes permitted as set forth in Section 6.0 et seq.

6.2

No dump shall be established in any district, except a municipal dump.

6.3 Driveway and Entrances

6.3.1 Purpose In order to provide public safety through the orderly control of traffic moving onto and from a street, and to provide adequate drainage of the driveways where required, new driveways and entrances shall be built according to a uniform standard of design and layout.

6.3.2 Procedure Prior to any construction of a driveway, the owner shall make a written application for approval to the Building Inspector acting through the Board of Selectmen. Before approval is granted, the application shall be referred to the Highway Superintendent, and if necessary, to other boards and /or commissions.

6.3.3 Design Requirements

6.3.3.1 Entrances shall be located to the best advantage with regards to street alignment, profile, sight distance, and safety conditions.

6.3.3.2 Entrances and driveways to a given tract of land shall be located through the frontage, or across the front lot line, or through a designated access strip of said land as approved by the Building Inspector. (See Section 6.3.4 for common driveways.)

6.3.3.3 Use of access strip other than those across the front lot line shall require utilization of the access strip frontage as the street address for town/public records.

6.3.3.4 Driveway grades and locations shall be constructed and maintained so as to provide safe access for emergency vehicles. Driveways exceeding 500 feet in length shall have one or more emergency vehicle turnouts and a terminus turnaround as specified by the Building Inspector.

6.3.3.5 Entrance width, measured from the edge of pavement to a point fifteen (15) feet onto the applicant's property shall be:

	<u>Minimum</u>	<u>Maximum</u>
Residential	12 Feet	24 Feet
Common Driveways-Residential	12 Feet	24 Feet
Commercial & Industrial*		
One Way	12 Feet	20 Feet
Two Way	18 Feet	26 Feet

*Unless governed by Site Plan Review Section 9.9

6.3.3.6 Entrances and exits shall be no less than fifty (50) feet from a street corner measured between the nearest edge of the driveway and edge of pavement at the street corner.

6.3.3.7 Entrances off State Highways shall conform to the Massachusetts Department of Public Works Standard and Regulations.

6.3.3.8 Design standards shall provide that no water will drain from the driveway onto the street, and all such driveways shall have a paved apron 15 feet in length and have a width in compliance with Section 6.3.3.5.

6.3.3.9 Any disturbed areas shall be stabilized and returned to their former state.

Zoning Bylaws for the Town of Townsend

6.3.3.10 Where a portion of a stone wall must be removed for access to the property, the remaining stone wall shall be left in a stable and orderly fashion.

6.3.3.11 Driveway design, layout, and construction shall be approved by the Building Inspector.

6.3.4 Common Driveways

6.3.4.1 Each building lot must have viable vital frontage access by itself before a common driveway may be considered.

6.3.4.2 All building lots serviced by a common driveway must have legal frontage on the same public way.

6.3.4.3 Not more than three (3) building lots may be serviced by one (1) common driveway. Said driveway shall be located across the frontage or the front lot line of one or more of the building lot(s) served by the driveway.

6.3.4.4 The minimum distance between any two (2) common driveway entrances shall be five hundred feet (500).

6.3.4.5 The maximum length of any common drive shall be no more than one thousand feet (1,000) to the longest point as measured along the driveway. This entire length of common driveway from the street to the beginning of the farthest individual private driveway must be paved. Not more than three (3) individual private driveways may be constructed off of a common driveway with their individual lengths not to exceed four hundred (400') feet from the intersection with the common driveway to the dwelling unit. All provisions of Section 6.3.3.4 shall apply to each separate private driveway constructed off a common driveway. 4/27/91, 4/29/97

6.3.4.6 All common driveways shall have an easement and maintenance agreement between all parties served by the common driveway. Plans for said common driveways shall show all metes and bounds. Plan, easement and maintenance agreements shall be recorded with the Registry of Deeds following approval of the Building Inspector. Certification of said recording shall be provided to the Building Inspector.

6.3.4.7 All provisions of Section 6.3, with the exception of access strips, shall apply to the common drive unless noted otherwise.

6.3.5 Inspections and Fees

6.3.5.1 The Building Inspector reserves the right to inspect the proposed site before, during, and after construction.

6.3.5.2 The Building Inspector may establish reasonable fees for driveway application and inspections. 4/28/90

6.4 Distribution Systems

All distribution systems must be provided underground, including water, sewerage and gas lines.

SCENIC ROADS.

§ 15C. Scenic road designations; improvements; fines

Upon recommendation or request of the planning board, conservation commission or historical commission of any city or town, such city or town may designate any road in said city or town, other than a numbered route or state highway as a scenic road; provided, however, that a numbered route may be designated by a city or town as a scenic road if its entire length is contained within the boundaries of said city or town, and no part of said route is owned or maintained by the commonwealth.

After a road has been designated as a scenic road any repair, maintenance, reconstruction, or paving work done with respect thereto shall not involve or include the cutting or removal of trees, or the tearing down or destruction of stone walls, or portions thereof, except with the prior written consent of the planning board, or if there is no planning board, the selectmen of a town, or the city council of a city, after a public hearing duly advertised twice in a newspaper of general circulation in the area, as to time, date, place and purpose, the last publication to occur at least seven days prior to such hearing; provided, however, that when a public hearing must be held under the provisions of this section and under section three of chapter eighty-seven prior to the cutting or removal of a tree, such hearings shall be consolidated into a single public hearing before the tree warden and the planning board, or if there is no planning board, the selectmen of a town, or the city council of a city, and notice of such consolidated public hearing shall be given by the tree warden or his deputy as provided in said section three of chapter eighty-seven. Any city or town making said scenic road designation may make an ordinance or by-law establishing that a violation of this paragraph shall be punished by a fine not to exceed three hundred dollars.

Designation of a road as a scenic road shall not affect the eligibility of a city or town to receive construction or reconstruction aid for such road pursuant to the provisions of chapter ninety.

Amended by St.1985, c. 384; St.1989, c. 360.

Historical and Statutory Notes

1985 Amendment. St.1985, c. 384, approved Oct. 15, 1985, in the first paragraph deleted commas preceding "or historical", and following "highway", and added the proviso.

1989 Legislation

St.1989, c. 360, approved Sept. 18, 1989, in the second paragraph, added the second sentence.

Library References

Comments.

Land use regulation, scenic roads; see M.P.S. vol. 23, Eno and Hovey, § 25.37.