



TOWN OF HARWICH

DEPARTMENT OF PUBLIC WORKS

273 QUEEN ANNE ROAD

HARWICH, MA 02645

PHONE: 508-430-7555

FAX: 508-430-7598

DRIVEWAY PERMIT APPLICATION

PROPERTY OWNER _____ TELEPHONE _____

CONTRACTOR _____ TELEPHONE _____

LOCATION OF DRIVEWAY OR CURB CUT _____

STREET NAME _____ HOUSE NUMBER _____

ASSESSORS MAP NUMBER _____ ASSESSORS LOT NUMBER _____

The purpose of the Town's Driveway rules and regulations is to protect public investment in streets. Temporary stone driveway aprons protect pavement edges from damage during construction process and also are intended to prevent soils from being carried by vehicles or surface water into adjoining drainage systems. Asphalt aprons reduce the likelihood of damage to street pavement caused by vehicles exiting and entering the roadway.

Regulations for Driveway Apron Construction

- 1 Driveway permits are required for any work within the Town owned right-of-way in connection with an existing or new driveway apron that connects to a Town owned road.
- 2 Driveway aprons shall not be constructed in any manner which inhibits the existing drainage systems of the Town Way.
- 3 The cost of relocating any existing Town owned and maintained utilities or structures due to the installation of a new or reconstructed driveway apron shall be the responsibility of the owner and or their contractor.
- 4 Driveways shall not connect to a public street within forty (40) feet of an intersection road or within five (5) feet of a fire hydrant or drainage system, without prior approval.
- 5 Driveways shall be located as to provide maximum sight distance and safety.
- 6 Abandoned driveway aprons shall be removed and reconstructed to match existing area
- 7 For new home or commercial property, temporary aprons are required and must be constructed out of 3/4 to 1 1/2 in gravel to a minimum depth of 8 inches. Upon completion and before an occupancy permit can be issued all driveways must have an apron constructed as follows.
- 8 Driveway aprons onto a public way shall be constructed or reconstructed to have a positive pitch towards the street from the property sufficient enough to prevent the flow of water into the driveway. All openings shall have an apron extending for a minimum of five (5) feet back from the existing roadway pavement

- 9 Modular aprons (cobble, bricks, pavers) are permitted providing that the first five (5) feet are set in a bed of concrete and all joints are mortared and the apron is constructed in the manner noted above.
- 10 Asphalt aprons shall be a minimum thickness of four (4) inches of asphalt and four (4) inches of dense grade processed stone or recycled asphalt product (T-Base).
- 11 Concrete aprons shall have a minimum thickness of six (6) inches of portland cement concrete with six-by-six No. 8 wire reinforcing mesh and 4 inches of dense grade process stone or recycled asphalt product (T-Base)
- 12 Driveways aprons entering a public roadway where a sidewalk exists must construct an apron between and behind the sidewalk where a grass strip separates the sidewalk from the road. In the event the sidewalk has curbing of any nature, then it is the responsibility of the applicant to ensure that all curbing, transitions and slopes conform to A.D.A. standards and curbing set to meet MassDOT standards.
- 13 In the event that a road is resurfaced, the Town will not be responsible to adjust, in any manner, an apron not constructed of asphalt. Asphalt aprons will be adjusted up to five (5) feet from the new road surface or a distance that is required to provide safe and adequate access.

Please be advised that Harwich General By-Law - Article 4, 4-402 and Harwich Zoning By-Law Section 6C concerning corner lot plantings, also MA General Law- Chapter 87, Section 3 about public shade trees are applicable to work involving driveways.

Your signature below indicates that you have read, fully understand and agree to abide by all rules and regulations as listed above.

Signature of Property Owner

Signature of Contractor

D.P.W. Director or Agent
Authorization to Construct

D.P.W. Director or Agent
Approval of Construction