

HOW TO OBTAIN A DRIVEWAY PERMIT

The Town of Plattekill requires a driveway permit to be obtained prior to creating any entrances or exits onto Town Roads and/or reviewing a Building Permit.

Before construction, an application must be completed and returned to the Highway Superintendent, and fees remitted to the Town Supervisor.

The fees are as follows:

- a) Non-refundable inspection fee of fifty dollars(\$50.00)
- b) Cash bond or certified check of five hundred dollars (\$500.00). These monies are refundable upon the satisfactory completion of the driveway construction. The bond is utilized to repair damage that might occur to Town Roads as a result of the driveway construction or to correct or install driveways if not constructed to the satisfaction of the Highway Superintendent.

Once the fees and application have been submitted, and prior to construction, the Highway Superintendent will meet with the applicant to review and approve the location, construction of the driveway, and establish an inspection schedule.

During the construction process, it is the responsibility of the applicant to contact the Highway Superintendent for inspections of the construction.

Once the driveway has been constructed to the satisfaction of the Highway Superintendent, the cash bond will be released.

If you have any questions about or during this process, please contact the Highway Superintendent anytime at his office:

Robert Wager Sr.
P.O. Box 45
Modena NY 12548
(845)883-5910

**Town Of Plattekill
Application For A Driveway Permit**

Date: _____ Applicant Name: _____

Property Owner Name If Different: _____

Property Owners Phone #: _____

Applicant Address: _____

Address Of Property: _____

Address Where to Return Funds: _____

Tax Map SBL# _____

Applicant Phone #: _____

Name Of Contractor: _____ Phone #: _____

Anticipated Date to Begin Construction: _____

Anticipated Date of Completion: _____

Purpose For The Driveway: _____

Attach Property Map or Sketch of Property With Drawing of Proposed Driveway.

Map Must Include Defined Wetlands.

Mark The Location Of The Proposed Driveway And Road Frontage Boundaries.

Submit Payment To The Town Clerk's Office Or Town Supervisor's Office.

Acceptance of a Completed Application Does Not Constitute an Approved Permit. The Applicant Agrees To Perform The Work As Defined By Local Law #1 of 2021 And Any Requirements Listed On The reverse Side Of This Application.

**Signature Of Applicant: _____

***** For Town Hall Office Use Only*****

Fees Paid:

Application Fee: _____ Date: _____ Check# Or Other: _____

Bond Fee: _____ Date: _____ Check# or Other: _____

Fees Received By: _____

See Reverse Side For Construction Notes and Comments And Approvals.

** Sight Distance, Driveway Entrance Sub-base and Stormwater Considerations Will Be A priority Before Any Building Construction May Start.

Town Of Plattekill
Application For A Driveway Permit
******* For Highway Superintendent Use*******

Preconstruction Meeting Date & Time: _____

Sight Distance Requirements: _____

Driveway Dimintions: _____

Culvert Pipe:Requirements: _____

Grading Requirements: _____

Sub-base And Final Top Material Requirements: _____

Misc Notes: _____

****Signature Of Applicant:** _____ **Date:** _____

Entrance And Culvert Pipe Installation Inspection: _____

Sight Distance Inspection: _____

Final Inspection: _____

Reason For Failure: _____

Final Approval or Disapproval _____

Date