

# Curb Cut Application

## Town of Greensboro

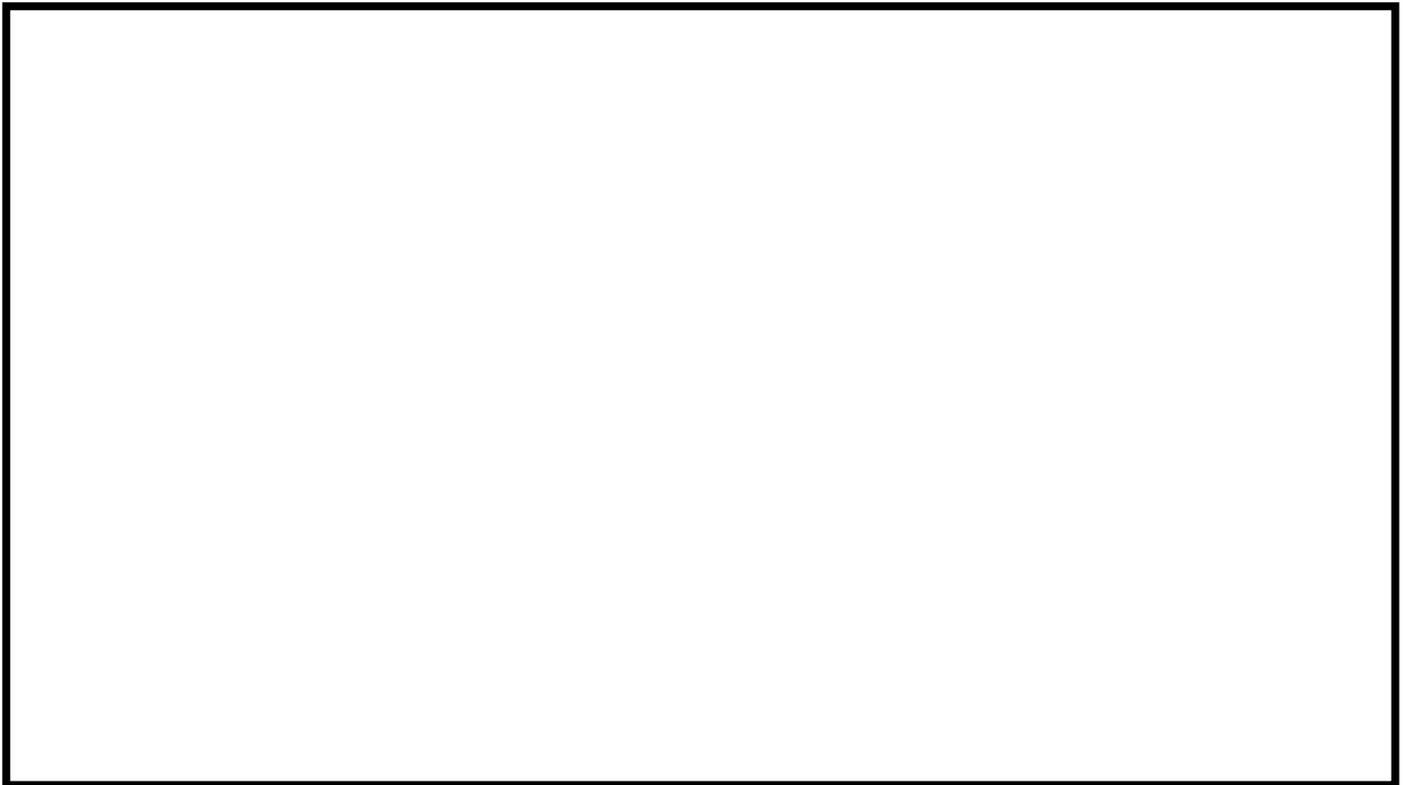
Please fill in this form completely. Once complete, the form must be submitted to the Road Supervisor or the Town Clerk for approval. **Please see the back for driveway design specifications and plowing requirements.**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Please draw a sketch of the proposed location of the driveway in the box below. Include the 911 address and show all curves and intersections. Show hills with an arrow pointing **up** the hill. **Please include measurements to indicate the location of the driveway on the property.**



Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Selectboard (permission to enter road): \_\_\_\_\_ Date: \_\_\_\_\_

Design Approval (Road Supervisor): \_\_\_\_\_ Date: \_\_\_\_\_

Final approval for plowing (Road Supervisor): \_\_\_\_\_ Date: \_\_\_\_\_

(Must be approved by the Road Supervisor for **plowing after the driveway is completed**).

# Driveway Plowing Policy

It is the policy of the Town of Greensboro to plow Class 1, 2, and 3 Highways. Second in priority are driveways. Driveways are defined as private roadways which are used to connect residences open for occupancy to Class 1, 2, 3, or 4 roads, and which are suitable for vehicular traffic. This policy is subject to the following conditions:

1. Anyone who wishes to have his/her driveway plowed by the Town should indicate this by filing notice to that effect, in writing, in the Town Clerk's Office. You must contact the Road Foreman and he must approve your driveway as passable/workable before our trucks will plow it.
2. The Road Foreman is free to refuse to plow any driveway which has deteriorated to a point so that it is no longer passable or plowable, or which is located on a Class 4 road which is no longer passable or plowable (the Town is not responsible for the maintenance of these roads). In the event that such a decision is made, written notice will be given to the occupant that his/her driveway will not be plowed.
3. **If you are building a new driveway and ever wish to have it plowed, you should have the design approved in writing by the road foreman. The Road Foreman should be consulted while the work is in progress and should give final approval.**
4. The Road Foreman will develop a plan to ensure that all driveways are plowed as promptly as possible.
5. Driveways will not be plowed until there is at least 5 inches of snow, or if there is excessive drifting.
6. If occupancy is other than year-round, the Town should receive at least one week's notice prior to the date the residence is to be opened for occupancy.
7. Please be prepared to move your car(s) when the road crew comes to plow your driveway. This is especially important if it is blocking the drive. If your car isn't moved, the drive will be plowed only up to that vehicle.

## Driveway Design Specifications

In order to assure that new driveways are suitable for plowing, the Select Board accepted the following recommendations for new driveways. It is possible that in some cases the Road Foreman will decide that less stringent specifications will be acceptable. If so, the new specifications will be given in writing and added to your curb cut application. If the specifications are not met, your driveway will not be plowed, now or in the future.

Driveways require a minimum drivable surface of 16 feet in width. Minimum base material requires 2 inches of gradable gravel with stone diameter not to exceed 1 ½". There shall be no trees or other obstructions within 12' of the center of the drivable surface to allow room for snow removal. The design should also provide for a minimum 50 foot square turnaround area for plow trucks.

Turns from town highways onto driveways should be between 60 and 90 degrees. Maximum grade of driveway should be not more than 8%. Any turns in the drive should be kept to less than 22 degrees at an 8% grade with a maximum 45 degree turn on a level grade.

The Road foreman must approve your initial design and should be consulted during the process. He must give final approval to your driveway before it can be plowed.