

TOWN OF RICHMOND  
PUBLIC WORKS DEPARTMENT  
APPLICATION FOR ENTRANCE

Application/Permit No. \_\_\_\_\_ Date \_\_\_\_\_

Return to:  
TOWN OF RICHMOND  
PO Box 159  
RICHMOND, ME 04357

ATTN: PUBLIC WORKS DEPT

Owner Information:

Name \_\_\_\_\_  
Street & No. \_\_\_\_\_  
City \_\_\_\_\_  
State & Zip \_\_\_\_\_  
Telephone \_\_\_\_\_

In accordance with Title 23, Revised Statutes Annotated, Application is hereby made to construct an entrance to my property on the (North) (South) (East) (West) side of Town Road/Highway Rte. No. \_\_\_\_\_ in the Town of Richmond a point (Circle Appropriate Direction) point about \_\_\_\_\_ ft. (North) (South) (East) (West) from \_\_\_\_\_ for the following purpose: (Circle Appropriate Direction) (Town Line, Road, or other)

Residential , Commercial , Industrial , Or Other Land Use

Description \_\_\_\_\_

INFORMATION REGARDING TO THE LOCATION OF THE REQUESTED ENTRANCE(S):

- 1. Frontage of lot along highway \_\_\_\_\_ ft. 2. Depth of Lot \_\_\_\_\_ ft.
- 3. Number of Entrances requested \_\_\_\_\_ 4. Proposed width of Entrance(s) \_\_\_\_\_
- 2. Setback from center of Highway: (A) to Buildings \_\_\_\_\_ ft. (B) to Other Structures \_\_\_\_\_ ft.
- 3. The surface on the proposed driveway is to be \_\_\_\_\_.
- 4. Construction desired to commence on \_\_\_\_\_ 20 \_\_\_\_\_ and to be completed on \_\_\_\_\_ 20 \_\_\_\_\_.
- 5. Is this entrance part of a project/development requiring a D.E.P. Site Location Permit? Yes \_\_\_\_\_ No \_\_\_\_\_

THE PERMIT HOLDER HEREBY AGREES:

- (1) To provide, erect and maintain all necessary barricades, lights, warning signs and other devices to safeguard traffic properly while to work is in progress.
- (2) That the highway will at no time be closed to traffic.
- (3) The entrance will be located and constructed in accordance with the entrance standards included herein.
- (4) To Notify the Public Works Department at least 24 hours before starting work on the entrance.
- (5) To maintain said entrance and approach in accordance with this permit.
- (6) FURTHER CONDITION OF THE PERMIT: the permit holder shall well and truly pay all damages, fines, and penalties for which he shall become liable, and shall indemnify and save harmless said Town against all suits, claims, damages and proceedings of every kind arising out of the construction and maintenance of said entrance and approach, including snow removal.
- (7) To limit work days in the hours between 7:00 A.M. and 6:00 P.M.
- (8) The Applicant holds Utility Location Permit No. \_\_\_\_\_ (Dig Safe)
- (9) The Applicant is required to secure a surety in the amount of \$250.00, prior to the issuance of this permit. Upon satisfactory completion of work, and upon inspection and approval by the Town of Richmond, such funds shall be returned in their entirety.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF OWNER

PLEASE NOTE: Title 23 § 705 MRSA defines culvert responsibility with respect to driveway/entrance culverts.

(Over)

Sketch or blueprint is required as a part of the application.  
(Show description from town line, road intersection or other identifying landmark.)

**SKETCH**

**INSTRUCTIONS**

For securing a Permit

The owner of the property desiring to construct an entrance(s) connecting with any Public Way, State or State Aid Highway should forward the completed application and permit fee to the Richmond Public Works Department.