

HARRISVILLE DRIVEWAY REGULATIONS

Statutory authority: Pursuant to the authority vested in the Harrisville Planning Board by the legislative body of the Town of Harrisville and in accordance with the provisions of RSA 674:35 and RSA 236:13 of the New Hampshire Revised Statutes Annotated, as amended, the Harrisville Planning Board adopts the following regulations governing the permitting and construction of driveways and temporary roadways in the Town of Harrisville.

From the date of adoption of these regulations, all newly constructed driveways in the Town of Harrisville shall conform to these regulations excluding only those driveways which are within the jurisdiction of the State of New Hampshire under RSA Chapter 236, Section 13, as amended. These regulations shall apply to any alteration of an existing driveway occurring after the date of adoption.

I. Purpose

The purpose of these regulations is to provide a uniform procedure throughout the town for the issuance of driveway permits. All review of requests for access to public and private roads in Harrisville shall be in accordance with the following principles:

- a. Provide maximum safety and protection to the traveling public through the orderly control of access to the town roads;
- b. Minimize conflict points;
- c. Acquire appropriate sight distance on or to public roads;
- d. Monitor the design and construction of driveway entrances;
- e. Maintain driveway standards appropriate to Harrisville's rural and historic character, in keeping with the Harrisville Master Plan.
- f. Maintain compliance with RSA 236:13, as amended.

II. Definitions

"All-Season Safe Sight Distance": a line that encounters no visual obstruction between 2 points, each at a height of 3 feet, 9 inches above the pavement, allowing for a snow window or seasonal changes. The line represents the line of sight between the operator of a vehicle using the driveway (point 1) and the operator of a vehicle approaching from either direction (point 2).

"Common Driveway" means an access point designed to be used by up to three separate parcels of property

"Driveway" means a roadway providing vehicular access from either a public or a private road to a dwelling, business, parking area, or other structure or facility that is currently used on a regular basis. "Driveway" includes common driveways, but does not include temporary roadways, such as woods roads enabling the harvest of timber. (See below.)

"Temporary roadway" means a roadway designed to provide necessary vehicular access to a parcel of land for less than one year. (See Section III. f. of these regulations.)

"Grade": the inclination of a driveway, which is determined as the change in the vertical distance of the driveway to a horizontal distance. The grade is measured in percent (%) units. For example, a 2 foot rise in the driveway, referenced from the point of intersection with the town maintained road, over a horizontal distance of 50 feet, would result in a driveway grade of +4%.

"Parcel" means a tract of land under single or common ownership, including any proposed commercial establishment or subdivision, even though acquired by more than one conveyance or held nominally by more than one owner.

"Point of access: the intersection of an existing or proposed driveway with the public right-of-way.

III. General Regulations

Anyone desiring to construct, alter, repair or relocate a driveway in order to obtain access to an existing or proposed roadway in the Town of Harrisville, shall first apply for and obtain a permit from the Road Agent of the Town of Harrisville; or from the State of New Hampshire Department of Transportation (NHDOT) if the proposed driveway is located on any state road within the Town of Harrisville. For all proposed access to the state roads, the applicant shall follow the application procedure outlined in the NHDOT "Policy for the Permitting of Driveways and Other Accesses to the State Highway System, 2000" or as amended.

A permit shall provide for the construction, alteration, repair or relocation of driveways in Harrisville in accordance with the following requirements:

- a. Anyone constructing a driveway on a State Highway must comply with RSA 236: 13 by applying for a state permit. A copy of this permit should be submitted to the Road Agent of the Town of Harrisville before driveway construction begins.
- b. Pursuant to RSA 236: 13, the following regulations apply to all new or reconstructed driveways in Harrisville:
 1. No construction of any driveway can be conducted without a permit.
 2. The driveway permit will describe the location of the driveway, establish the driveway grade and be accompanied by a sketch showing any drainage structures to be installed by the owner.
 3. For access to a subdivision, or to a proposed commercial or industrial enterprise, the Road Agent and the Planning Board may require that the permit application be accompanied by engineering drawings showing road frontage, driveway dimensions and grade, drainage structures, and safe sight distance.

- c. No parcel of land can have more than 1 driveway entrance, exit or approach per 250 feet of frontage along a town road.
- d. Upon applying for a driveway permit, the applicant shall confer with the Road Agent, who is authorized to determine final specifications and other aspects of construction which the Road Agent judges necessary to provide for adequate drainage, snow removal, safety, etc., and to prevent interference with the proper use of existing roads.
- e. No use of a driveway (except of a temporary nature during construction) can take place until the Road Agent inspects the construction and certifies the driveway conforms to the required specifications.
- f. Anyone constructing a temporary roadway that involves access to and from a town road must obtain a **Temporary Access Permit** from the Road Agent.

IV. Driveway Specifications:

- a. The minimum width of a driveway at the point of access shall be 20 feet.
- b. For a distance of 25 feet from the access point, no driveway can be more than 25 feet wide except that the driveway flare at the point of access may be wider.
- c. The minimum distance between driveways on the same side of the road shall be 100 feet in the Residential/Agricultural and Lakeside Districts and 50 feet in all other districts.
- d. The minimum distance between a driveway and the corner of an intersection shall be 100 feet.
- e. The all-seasons safe sight distance shall be 400 feet unless otherwise authorized by the Road Agent. The Road Agent may then require the roadway to be signed for "Blind Drive" or "Trucks Entering."
- f. All culverts shall be smooth wall pipe with a minimum diameter of fifteen (15) inches and minimum cover of twelve (12) inches.
- g. All driveways shall have a negative grade at the road (the point of access) for a distance of 25 feet measured on the center line of the driveway unless otherwise authorized by the Road Agent.
- h. The driveway grade shall not exceed 10% unless authorized by the Road Agent and the Harrisville Planning Board, in compliance with design and engineering requirements set forth in the Harrisville Zoning Ordinances, Art. XXIII, "Regulation of Development on Steep Slopes."

- 1. The Road Agent shall have authority to adjust these general specifications to fit particular driveway sites as deemed necessary and provided such adjustment does not compromise the safety and welfare of the people of Harrisville and the traveling public.
- J. In case of back lots with private driveways to local streets, the above requirements shall be at the discretion of the Planning Board.
- V. **Driveway Consolidation:** A property owner may be required to close and eliminate a pre-existing driveway not conforming to these regulations at the discretion of the Road Agent and the Planning Board as part of the approval of a new driveway.
- VI. **Common Driveways:** When, in the judgment of the Road Agent and the Planning Board, conditions of a parcel being subdivided are not adequate to accommodate the Driveway Regulations and Specifications set down above, a common driveway shall be considered to maintain safe and appropriate driveway density along the road.
- VII. **Permit and Appeals Procedure:**
 - a. Before any driveway construction is begun, the property owner or an authorized agent must secure the written permission of the Road Agent by filling out and submitting a Driveway Permit Application and Checklist form. (See pages 5-6 of these regulations.) The driveway permit must be obtained prior to applying for a Building Permit.
 - b. The Road Agent will review the application and grant, provisionally grant, or deny the requested driveway permit within 60 days.
 - c. If an applicant wishes to appeal a decision of the Road Agent, a request for an administrative appeal should be filed with the Zoning Board of Adjustment no later than 30 days after the date of the Road Agent's decision.

Adoption and Certification: These regulations were adopted by the Harrisville Planning Board on _____ after public hearing(s) on _____

Jane Meneghini, Chairwoman Date

Anne Howe, Secretary Date
