



VILLAGE OF NEWCOMERSTOWN
APPLICATION FOR DRIVEWAY PERMIT

Application is made by: (name) _____

(address) _____

(phone) _____

to install a driveway on the:

N S E W of Village road number and name: _____

at the following location:

_____ feet N S E W of _____
(nearest intersection of another public road or drive)

in accordance with the specifications set forth by the Village of Newcomerstown.

Installation of driveway and pipe (if required) to be done by:

Contractor: _____ Date: _____ (approx.)

Signed by _____ Date: _____

PERMIT

Type of driveway to be installed:

single family private commercial change of use other
if other, please describe _____

Pipe to be installed: length _____ size _____ type _____

Driveway and pipe must be installed as to the specifications submitted to and approved by the Village of Newcomerstown.

Road speed limit _____ mph Approx. Actual Sight Distance: _____ feet right _____ feet left

Date

Mayor or authorized agent

VILLAGE OF NEWCOMERSTOWN
DRIVEWAY SPECIFICATIONS

1. A driveway permit is required for any new driveway or any existing driveway with a proposed change of use, within the Village of Newcomerstown Village limits. Permittee to submit
2. If pipe is required, location type and size of pipe must be approved by a representative of the Village of Newcomerstown to a permit being issued. Permittee must consult an engineer as needed.
3. Permittee to furnish all labor, materials and equipment necessary to complete and maintain the driveway and pipe. All work must be done by a qualified contractor.
4. The permittee is held responsible for keeping the Village roadway free and clear of mud and debris in the area of operation.
5. The permittee assumes all responsibility for clearing and maintaining of the authorized drainage installation.
6. Existing roadside drainage to remain undisturbed.
7. The portion of excavation on Village right-of-way must be seeded to prevent erosion.
8. The permittee agrees that the Village of Newcomerstown shall be held harmless from any and all claims or damage, public or private, arising from or growing out of the issuance of this permit.
9. No machinery or material to be stored on the roadway at any time.
10. Traffic to be maintained on the Village roadway at all times.
11. The permittee must notify the Village or its representative at least 24 hours prior to installation of drive. No concrete or asphalt drive approaches shall be constructed without contacting the Village of Newcomerstown to approve grading or formwork prior to placing concrete or asphalt.
12. Commercial driveways must be approved by plan(s) being submitted to the Village by the developer.
13. The Village of Newcomerstown will notify property owners of any installations which do not meet these specifications, and allow the property owner two (2) weeks to correct the driveway. Should no corrective action be taken, the Village reserves the right to perform corrective work and invoice the property owner for all labor and materials necessary.