

TOWN OF CHARLOTTE
Application for Highway Access Permit

Application No. _____

Date: _____

Fee Paid: \$ _____

Applicant: _____ Phone Number: _____

Mailing address: _____

Property Owner (if other than applicant): _____

Mailing Address: _____

Phone Number: _____

Property Address: _____

Parcel ID Number: _____

Project Access: Construct a new access

___ agricultural

___ commercial

___ residential

___ driveway (serving two lots)

___ road (serving more than two lots)

___ development

___ other (describe)

Change an existing access

___ agricultural

___ commercial

___ residential

___ driveway (serving two lots)

___ road (serving more than two lots)

___ development

___ other (describe)

Description of project including anticipated scope of clearing, and excavation and/or fill:

Is a subdivision proposed for this property? _____

What is the nearest intersection? _____

Has the proposed access (centerline) been flagged at the site? ___ yes ___ no

(NOTE: The site must be flagged before the application can be considered)

The application must include two copies of sketch drawing with the following:

_____ Property lines with dimensions.

_____ Locations of all existing and proposed structures.

_____ Locations of existing and proposed septic systems (and replacement areas).

Please include stamped envelopes for all adjacent property owners, including those across the highway.

The applicant and/or property owner agree to maintain the proposed access and adhere to the directions, restrictions and conditions forming part of the permit, if issued.

Liability

By signing this application, the property owner and applicant agrees to indemnify, defend and hold harmless the Town of Charlotte, its elected officials, board members, officers, employees and agents from any claims for losses, damages, judgments, liabilities, costs and expenses (including attorneys' fees and costs related to any claim, action, suit, injury or damage that may occur as a consequence of work performed within a town highway right-of-way pursuant the maintenance, repair or reconstruction of the town highway or ancillary

facilities. Any damage to the Town's facilities, utilities, property or appurtenances as a consequence of work performed shall be repaired by the Town at the expense of the property owner, unless otherwise formally agreed to.

Property Owner Signature: _____ **Date** _____

Applicant Signature _____ **Date** _____
(if not property owner)

ROAD COMMISSIONER SECTION

Culvert requirements
Sight Distance
Additional Road Commissioner comments:
_____ Signature of Road Commissioner
_____ Date