



Town of Montgomery  
PO Box 356, Montgomery CTR VT 05471  
802-326-4719 | www.montgomeryvt.us

**APPLICATION FOR DRIVEWAY PERMIT**

**Applicant Information:**

Property Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Installation Company (if applicable): \_\_\_\_\_ Phone: \_\_\_\_\_

**Property Information:**

Road Name: \_\_\_\_\_ Address Number (if applicable): \_\_\_\_\_

Parcel ID Number (located on your tax bill): \_\_\_\_\_

**Proposed Driveway:**

Length: \_\_\_\_\_ Width: \_\_\_\_\_ Material Type: \_\_\_\_\_ Installation Date Requested\*: \_\_\_\_\_

\*Installation day includes on-site final inspection with Road Commissioner; it is the responsibility of the property owner /or contractor to call ahead to arrange this. Please provide your contractor with a copy of your approved permit application \*

Physical address of closest neighbor on road: \_\_\_\_\_ Distance to proposed new driveway: \_\_\_\_\_ ft.

Driveway Installations are permitted starting April 1<sup>st</sup> through October 31<sup>st</sup> if your application is approved after the fall cut off date your permit will remain effective until site construction can begin the following April, otherwise in the absence of site construction the approved permit will expire one (1) year from the date of Selectboard approval. If your driveway requires the installation of a culvert it **MUST** be a new manufacture with a minimum requirement of 15 inches diameter and 30 feet minimum in length. Culvert must be installed according to the Highway Standards adopted by the Town of Montgomery (see illustration on next page).

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_ 20\_\_

**Recording Fee: \$15.00**      Check  Cash  Credit Card

***ROAD COMMISSIONER USE ONLY***

Site Inspection Date: \_\_\_\_\_ Is Culvert required for proposed driveway?    YES    NO

SPECIFIC INSTRUCTIONS RELATING TO CULVERT/OR DRIVEWAY INSTALLATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROPOSED SITE MEETS REQUIREMENTS:**    APPROVED        DENIED   

Signature \_\_\_\_\_ Date \_\_\_\_\_

***SELECTBOARD USE ONLY (continued on back)***

Application has been reviewed and approved with no further revisions:    Approved



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Application has been reviewed and approved with the following changes:

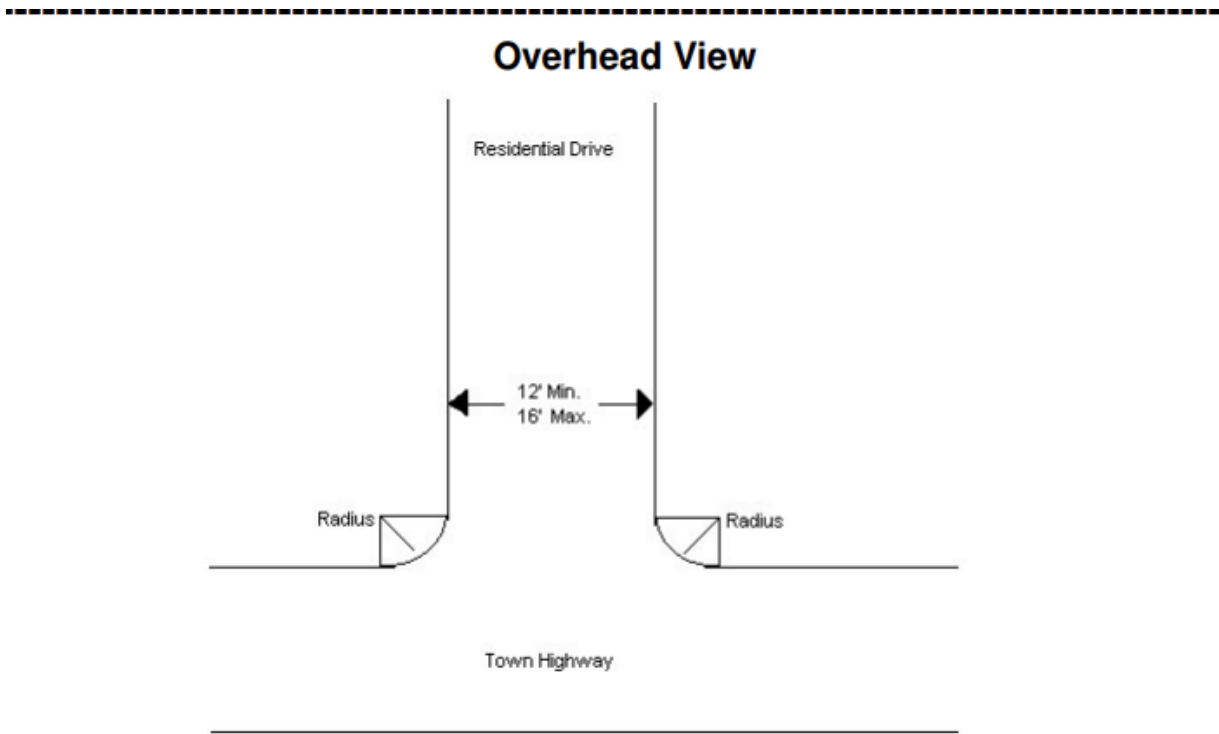
\_\_\_\_\_ Approved

Application has been reviewed and denied based on the following:

\_\_\_\_\_ Denied

Selectboard Chair \_\_\_\_\_ Date \_\_\_\_\_ | Final Inspection: \_\_\_\_\_ Date: \_\_\_\_\_

Standard Residential Driveway Example:



**Profile of Drive Intersection showing 9" Depressed Ramp (Cut Section)**

