



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: _____

Section 1: Property Information

Road Name: _____ Physical Address Number: _____ *(if you do not have a number, please fill out Section 3 below)*

Parcel ID (located on your tax bill): _____

Section 2: 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

Section 3: E911 Locatable Address

Physical address of closest neighbor on road: _____ Distance from neighboring driveway to proposed driveway: _____ ft.

Driveway Installations are permitted starting April 1st through October 31st if your application is approved after the fall cutoff 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 of 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 FOREMAN 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**

Road Foreman _____ Date _____

SELECTBOARD USE ONLY (continued next page)

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

Application has been reviewed and approved with the following changes:

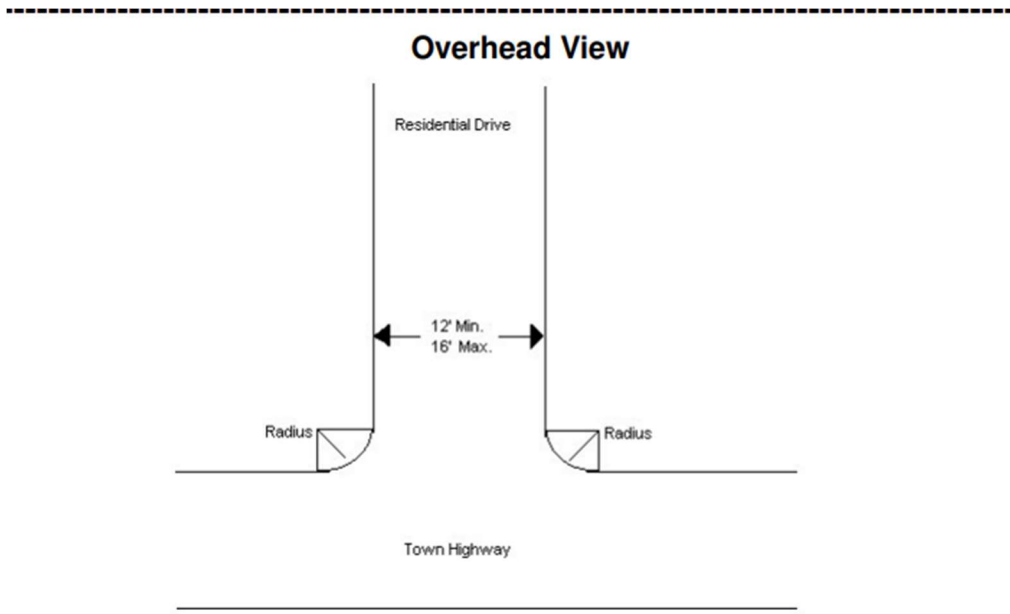
Approved

Application has been reviewed and denied based on the following:

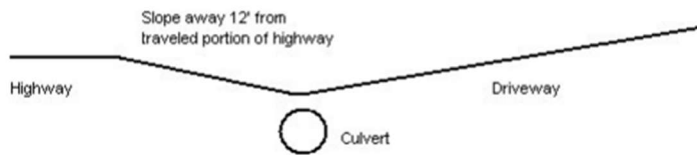
Denied

Road Commissioner: _____ Date _____ | Selectboard Chair: _____ Date: _____

Standard Residential Driveway Example:



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



Final Inspection to be completed by Road Foreman on _____20____. Non-compliant installations will result in formal notice requiring action by the property owner to bring into compliance.