

# DRIVEWAY PERMIT APPLICATION



## PROJECT INFORMATION

Property Address: \_\_\_\_\_ Property Owner: \_\_\_\_\_  
 Owner Phone: \_\_\_\_\_ Owner Email: \_\_\_\_\_

## DRIVEWAY CONTRACTOR INFORMATION (MUST BE REGISTERED WITH THE TOWN)

Contact Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Business Phone: \_\_\_\_\_ Business Email: \_\_\_\_\_

## DRIVEWAY INFORMATION

Project Cost: \$ \_\_\_\_\_ Culvert: ☐ Yes ☐ No Accessory Structures (Gates, Posts, Etc.): \_\_\_\_\_  
 Surface Type: ☐ Pavement ☐ Gravel ☐ Other: \_\_\_\_\_ (Note: Any new driveway onto asphalt roadway must be pavement)

## DRIVEWAY AGREEMENTS

- ☐ On behalf of above property owner, I request access and permission to construct a driveway or street connection on public right-of-way at the above location.
- ☐ I agree to construct and maintain the driveway or street entrance in absolute conformance with the "Manual on Driveway Entrance Regulations" as adopted by the Beech Mountain Town Council.
- ☐ I agree that any culvert(s) placed will be at least 18" corrugated double walled plastic piping.
- ☐ I agree to construct and maintain the driveway or street entrance in a safe manner so as not to interfere with or endanger public travel.
- ☐ I agree that no sign or objects will be placed on or over the public right-of-way.
- ☐ I agree that driveway or street entrance will be constructed as shown on the sketch on next page or the plan set.
- ☐ I agree that this permit becomes void if construction of driveway or street entrance is not completed within 90 days after the approval date below.

## DRIVEWAY CONTRACTOR STATEMENT

*I, the undersigned, have read and understand the Town of Beech Mountain Tree Ordinance, Driveway Ordinance, and other pertinent Town Ordinances. If I resign or am no longer affiliated with this said project, I will notify the Department of Planning and Inspections immediately by phone or in person, and in writing within three (3) working days. I will notify the Department with any major deviation from the scope of this permit application. Additionally, I attest that I have registered with the Town of Beech Mountain as a service provider and have no outstanding permit fees or fines. I understand that any site cleared or tree cut without a permit shall result in a fine as specified by the current Town Fee Schedule. I understand that work started before obtaining proper permits will result in double permit fees. This permit shall be valid for 90 days.*

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

**PLEASE RETURN COMPLETED APPLICATIONS TO TOWN HALL IN PERSON OR BY EMAIL TO [permits@townofbeechmountain.com](mailto:permits@townofbeechmountain.com)**

DATE RECEIVED	PERMIT NUMBER	CONTRACTOR REGISTRATION	FEE AMOUNT	DATE PAID	DATE ISSUED	APPROVAL INITIAL	P.W. APPROVAL
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## DRIVEWAY SKETCH

A large rectangular area filled with a fine grid of dashed lines, intended for a driveway sketch. A large, faint, light-gray mountain silhouette is centered in the background of the grid.