

Town of Sanford  
DRIVEWAY BUILDING PERMIT APPLICATION  
(To be filed in triplicate)

Permit # \_\_\_\_\_

Property Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip. \_\_\_\_\_

Location of Property \_\_\_\_\_

Proposed Dimensions: Length of driveway \_\_\_\_\_ Width of driveway \_\_\_\_\_

Driveway Classification. Check all that apply:

Residential  Commercial  Logging  Pre-existing  New Driveway

Distance from nearest abutting driveways along the road: \_\_\_\_\_

Describe exactly how to get to your proposed driveway. Attach a sketch showing your property, any existing buildings and drives on your lot and/or neighboring lots, and the location of the proposed driveway to the town road. You must stake or flag your driveway location so that our inspector can find it. The Town will not inspect your drive unless it is staked and/or flagged. Return this information to the Town Code Enforcement Officer at the Sanford Town Hall, 91 Second Street, Deposit, NY 13754 and the Town Highway Superintendent will contact you to arrange a time for an inspection.

The undersigned applicant agrees to abide by the Town of Sanford Driveway Design regulations and all construction design recommendations of the Town Highway Superintendent pursuant to a Local Law of the Town of Sanford Regulating Driveway Design Standards, a copy of which has been provided to the applicant. The applicant agrees in acceptance of this permit to assume all responsibility and liability for damages to persons and/or property that may accrue arising out of construction of the requested driveway permit through the negligence of himself, his agents or employees, or from any other cause and to hold the Town of Sanford harmless therefrom.

Certificate of insurance required on this permit covered by Policy No. \_\_\_\_\_

Maintenance Bond or Letter of Credit in amount of \$ \_\_\_\_\_ attached

Short Environmental Assessment Form attached

Applicant \_\_\_\_\_ Date \_\_\_\_\_

DRIVEWAY PERMIT FEE IS \$25 for  
RESIDENTIAL PROPERTIES AND \$100 FOR ALL OTHER PROPERTIES

Date of Initial Inspection \_\_\_\_\_ Final Inspection date \_\_\_\_\_

Sight Distance \_\_\_\_\_

Culvert pipe required? [ ] Yes [ ] No Length \_\_\_\_\_ Width \_\_\_\_\_

Highway Superintendent recommendations:

Initial Inspection Approval \_\_\_\_\_ Date \_\_\_\_\_

Final Inspection Approval \_\_\_\_\_ Date \_\_\_\_\_

Highway Superintendent's Signature \_\_\_\_\_

PERMIT VALID FOR 6 MONTHS FROM THE DATE OF APPROVAL