Town of Greenfield
Highway Department
409 Bockes Rd.
Porter Corners, NY 12859

Phone (518) 893-7604
Fax (518) 893-3315
www.greenfieldny.org

TO: Superintendent of Highways

Applicant

Name: _____
Address: _____
Phone number: _____

Location

Town Road Name: _____
Side of Road: _____Miles from Nearest Intersection: _____
Owners of Abutting Property: _____

Number of Driveways Requested:_____ Width of Each:_____

Use (circle one)

Residential Farm Commercial

If Commercial, describe: _____
_____
_____
_____

GENERAL REQUIREMENTS

1. The construction shall be in accordance with requirements as determined by the Town Superintendent of Highways on a planned "standard driveway ditch crossing" which shall be attached to the application for a driveway construction permit.
2. The applicant shall furnish all materials and bear all cost of construction within the Town Highway right-of-way and all work done and materials used shall meet the requirements of the Town of Greenfield Highway Department.
3. No alteration or addition shall be made to any driveway by any person without securing a new permit from the Town Building Inspector.
4. The centerline grade of the driveway within the right-of-way shall not exceed 10%.
5. The maximum width of a single/combined entrance and exit shall not be more than 50' nor less than 30' for a commercial use, not less than 30' for a residential use. The Highway Superintendent will approve driveway widths individually for residential driveways.

6. No driveway shall be permitted within 50' of a highway intersection.
7. No new driveway will be permitted at a location where the lack of sight distance in either direction along the highway is a hazard.
8. A full plan of the proposed driveway shall be attached to each application. Plan should include dimensions of driveway, position and size of culvert, if required, and any other relevant information.

A Certificate of Occupancy will not be issued until driveway is inspected and approved by the Town of Greenfield Highway Superintendent or his designated representative.

Application Approved

Date: _____ Signed: _____
(Superintendent of Highways)

Application Disapproved

Date: _____ Signed: _____
(Superintendent of Highways)

Building Permit Issued

Date: _____ Signed: _____
(Building Inspector)

Final Approval of Driveway

Date: _____ Signed: _____
(Superintendent of Highways)

Reasons for disapproval are set forth as follows: _____
_____
_____
_____
_____