



Town of Belgrade -
Fill Release application

TOWN OF BELGRADE
DRIVEWAY PERMIT APPLICATION

DATE _____ **FEE** _____ **(\$10) CLERK** _____

This application applies to the creation of new driveways, and the widening and /or resurfacing of existing driveways which access Town roads/streets. Completion of this application and eventual permit approval requires two site visits by the Road Commissioner. The first visit verifies driveway location and identifies special requirements. A second visit is accomplished after project completion. In the event a culvert is required; the property owner will be required to purchase the first culvert in length and diameter specified by the Road commissioner. Completion of the first portion of the driveway permit process is required prior to the approval of a building permit. Completed copies of this application will be provided to the property owner, Road commissioner, and Code Enforcement Officer. Location of the driveway must be staked out, and the \$10 fee must be paid prior to processing.

1. _____ is requesting approval to construct/widen/resurface
(NAME) (circle one) a driveway accessing the Town Road or
Street named _____

The property is located on Map _____ Lot _____ and is owned by _____

2.Applicant mailing address: _____

3.Applicant telephone number: _____

4.Will the driveway provide access to more than one residence? Yes/no (circle one)

5.Applicant Signature: _____

No work is to be done until this permit is approved. If the Town of Belgrade finds that any aspect of this rule is being violated, the Town shall notify the property owner indicating the nature of the violation and ordering the action necessary to correct it, including the discontinuance of illegal use driveways. Such notice shall be made by certified mail. A violation of the rules is punishable by a fine of not more than \$100 per day per violation as outlined in 23 M.R.S.A. 704. The fine begins to accrue 30 calendar working days after the property owner has received written notice of the violation unless corrective action has been taken or a plan outlining corrective action is approved by the Road Commissioner. No cost for correcting an illegal driveway will be assumed by the Town of Belgrade.

This portion to be completed by the Road Commissioner

1.Initial site visit date: _____

2.Special conditions or requirements: _____

3.Post construction site visit date: _____

4.Road Commissioner
comments/observations: _____

Road Commissioner Signature: _____
u/files/townmanager/roadcommissioner