



Todd M. Martin
Supt. Of Highways
1215 Centre Rd
Rhinebeck, NY.12572
(845) 266-3204

Remove all brush, trees, limbs and/or banks to permit an **unobstructed** sight distance of 200 feet in **either** direction at a point of (10) feet in from the edge of the Town Road.

A macadam apron (saw cut, butt seamed along the edge of the Town Road and sealed), 30 feet wide along the Town Road, with a five (5) degree radius flaring down to twelve (12) feet wide by the time it ends at a point twenty (20) feet in from the edge of the road is required on all hardtop roads and sections of road that are hardtop. The driveway macadam apron shall be paved with a minimum of 1.5 inch of macadam over a 6 inch deep run-of-band gravel base.

Proper water run off/drainage must be established. Roadway and right-of-way must be kept clean of all debris, mud, stone, etc. Drainage of any sort onto the Town Road is not permitted.

Cones and caution signs must be prominently displayed when equipment is being on and off loaded in the work zone of the newly established driveway. Equipment parked on the Town Road or the Town's Right of Way is **never** permitted.

Additional driveway information can be found on the Town Website, eCode 360, Chapter 127.

If a culvert pipe is required; the culvert is to be located in the ditch line so as to permit water to flow under the driveway unobstructed. Flared ends shall be installed on both the entrance and exit ends of the culvert pipe. Any culvert pipes used need to be a minimum of 15 inch diameter and 25 feet long.

If a culvert pipe is not required; the driveway is to have a swale located in the ditch line so that the water will follow the ditch line and **not** flow into the Town road.

PLEASE NOTE: DRIVEWAY PERMITS ARE GOOD FOR ONE YEAR. If you are unable to complete the project within that time frame, you **MUST** request a renewal. A three month extension will be given the first time you make a request for a fee of \$75. Any subsequent requests for an extension require another \$150 application fee and an additional \$1,000.00 bond be placed with the Town of Clinton.

There is a **minimum** driveway bond of \$2000.00 with the original request. There is also a \$150.00 fee payable to the Town of Clinton. The bond amount you place will be returned to you upon the satisfactory completion of the driveway. Two **BANK OR CERTIFIED CHECKS** made out to the Town of Clinton are needed. One check should be in the amount of the bond and the other in the amount of \$150.00 for the fee.

ALL AUTHORIZED WORK, INCLUDING RESTORATION, WILL BE COMPLETED BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

Todd M. Martin
Superintendent of Highways

Pursuant to Local Law #2 of 1977 (Driveways); Local Law #1 of 1987 (Construction) and Resolution 24 of 2006.

Signature of Applicant Date

DATE PERMIT ISSUED : _____

DATE PERMIT EXPIRES : _____



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Highway Superintendent
1215 Centre Rd
Rhinebeck, NY 12572

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APPLICATION FOR DRIVEWAY APPROVAL
TOWN OF CLINTON
PERMIT NO. _____

DATE: _____
APPLICANT NAME: _____
PROPERTY OWNERS NAME: _____
PHONE: _____
EMAIL ADDRESS: _____
RESIDENCE : _____
TOWN ROAD: _____
(Location of the driveway)

TAX GRID NUMBER: _____

WIDTH OF PROPOSED DRIVEWAY _____

SURFACE MATERIAL OF PROPOSED DRIVEWAY _____

DISTANCE OF THE DRIVEWAY FROM THE PROPERTY LINE – Left side _____
-Right side _____

On the rear of this application, indicate by diagram drawn to scale the location of the driveway, layout, property lines and the primary buildings, if any. If there is a sketch of the property showing the driveway entrance please attach it to this application.

All driveways over 1,000 feet in length from a Town highway shall be marked with appropriate markings approved by the Fire Department to facilitate the fighting of fires and provision of emergency services.



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Owner's Consent Notice

Date: _____

Location of Property: _____

Records Owner: _____

Address & Phone: _____

I (owner's name) _____

herby give consent to (applicant) _____

to act as my agent with regard to the driveway permit application made to the
Highway Department concerning the referred property

Signed: _____

Print Name: _____

Title: _____

Sworn to me before this _____ day of _____

Notary Public



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PLANNING BOARD – DRIVEWAY APPROVAL FORM

DATE: _____

TO : Town of Clinton Planning Board

FROM: Todd Martin, Superintendent of Highways

RE: _____
(Name of Applicant)

Prior to final approval, you must contact Todd Martin, the Highway Superintendent for the Town of Clinton. He can be reached at the Highway Garage, Monday through Friday from 7am till 3:30pm.

At that time, you can make an appointment to meet with him so that he can inspect your driveway site.

When you return to the Planning Board for your final approval YOU MUST BRING THIS FORM WITH YOU SIGNED BY THE HIGHWAY SUPERINTENDENT. You will not be granted final approval without his sign off to indicate that he has met with you and has inspected /approved your driveway location(s).

Satisfactory _____
Unsatisfactory _____

Comments: _____

Signature(s) of Applicant(s)

Signature of Highway Superintendent

Date of Inspection



Todd M. Martin
Highway Superintendent
1215 Centre Rd
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FINAL APPROVAL FORM TO CLOSE OUT A DRIVEWAY PERMIT

DATE: _____

RE: _____
(Name of Applicant)

In order to obtain final approval and have the driveway bond refunded, you must contact Todd Martin, the Highway Superintendent for the Town of Clinton. He can be reached at the Highway Garage, Monday through Friday from 7am till 3:30pm. Your driveway permit will not be closed without final approval and his sign off to indicate that he has met with you and has inspected /approved your driveway location(s).

Satisfactory _____
Unsatisfactory _____

Comments: _____

Signature(s) of Applicant(s)

Signature of Highway Superintendent

Date of Inspection