TOWN OF BARRINGTON, NEW YORK

Highway Department
4424 Old Bath Road
Penn Yan, NY 14527
Town Barn 607-243-8323
Fax 607-243-7053
Email: townbarn@frontier.net
Website: https://townofbarrington.org

DRIVEWAY INSTALLATION & REPLACEMENT PERMIT

Part 1. Applicant's Contact Information.

Applicant's Name: _____.

Applicant's Address: _____.

Applicant's Telephone #: _____.

Applicant's Email: _____.

Part 2. Location of Work: _____.

Part 3. Description and Schedule of Proposed Work.
Use separate sheets of paper if needed.

A. Describe the proposed work:

B. Anticipated duration of proposed work:

From _____ to _____.

Part 4. General Requirements

1. Purpose: To establish consistent, standard procedures for the installation and replacement of driveway pipes and driveways that intersect Town roads.

2. All requests for new or replacement driveways and driveway pipes shall be made by contacting the Towns Highway Department. Interested parties will be advised when they contact the Towns Highway Department that there will be a non-refundable permit application fee based on the Fee Schedule listed below. A prepaid installation fee of $40.00 per foot of pipe (minimum 20 feet) that will be installed by the Towns Highway Department. Additional pipe lengths must be in ten foot increments.

3. All Driveway Permit applications for new driveway pipes or additions to existing driveway pipes shall include a sketch showing the proposed location of the pipe and dimensions to nearby reference points. The completed Driveway Installation & Replacement Permit and non-refundable fee per the Fee Schedule listed below shall be submitted to the Towns Highway Superintendent at 4424 Old Bath Road, Penn Yan, New York. Checks should be made payable to the Town of Barrington, New York.

4. Upon receipt of an initial driveway installation request and/or completed permit application form, the Towns Highway Superintendent or his/her designee will meet with the owner or contractor to review existing site conditions, determine the correct diameter and length of pipe required and whether end sections are required.

5. No driveway installation work by contractors, owners or others shall proceed prior to receipt of all required fees and approval of project in writing by the Towns Highway Superintendent or his/she designee. All new and add-on driveway pipes and fittings shall be purchased by the owner requesting such installation. The owner shall notify Towns Highway Department when they have obtained the required pipe and fittings. Upon receipt of all required permit and installation fees, installation work will be scheduled to begin within ten working days.

6. All new and replacement pipes shall be ADS or Hancor smooth bore polyethylene or equal as approved by the Town Highway Superintendent or his designee. All 12 - 48 pipes shall meet AASHTO M294-97 Type S requirements.

7. Town Installation: All new driveway pipes shall be installed by the Towns Highway Department or if required by time constraints and/or hardship to the owner, by a private contractor if approved in advance by the Town Highway Superintendent or his/her designee.

8. Contractor/Owner Installation: All driveway pipes installed by private contractors or individuals without prior approval and permission of the Towns Highway Department shall be subject to removal and reinstallation to the satisfaction of the Towns Highway Superintendent or his/her designee at no cost to the Towns Highway Department. All work done by a private contractor shall be at the expense of the owner. All private contractors must provide an appropriate insurance certificate naming the Town of Barrington, New York as an additional insured party before work begins. All driveway installations by others are subject to a final inspection and acceptance by the Towns Highway Superintendent or his/her designee. Contractors shall request a final inspection while still on-site. All costs incurred to correct and/or re-install the driveway pipe and fill material to the satisfaction of the Towns Highway Superintendent or his/her designee shall be borne by the owner.

9. Direct discharge of stormwater from the proposed new driveway surface onto any Town road shall not be permitted. Drainage swales or ditches shall be provided along both sides of the proposed driveway and the driveway shall be constructed in a manner that shall provide for positive drainage from the driveway surface into ditches along the driveway and into existing road ditches within the Towns right-of-way.

10. All material costs for replacement pipes and/or additions to existing pipes requested by the owner shall be borne by the owner if it is determined upon inspection of the pipe that the pipe has not been damaged by the Towns Highway Department and that the pipe is functioning properly.

11. Any additional headwalls, retaining walls, decorative work, driveway pipes, etc. installed at new or existing driveways, within the Town right-of-way, without the prior approval of the Towns Highway Superintendent or his/her designee is prohibited and will be subject to removal by the owner at no cost to the Towns Highway Department.

Type of driveway:

Permit Fee Schedule:

NOTE: The first driveway requested by the applicant shall be installed free of charge by the Town Highway Department, after the applicant pays for the pipe. All other driveways shall commit to the following fee schedule.

Note: Additionally, all 2nd driveway pipe installations by the Towns Highway Department will require a pre-paid fee of $40.00 per foot of pipe (minimum 20 feet). Pipe lengths greater than twenty (20) feet must be in ten (10) foot increments.

Owner's Affidavit for Application:

The owner hereby certifies that the information contained in this application is accurate, true and complete to the best of his or her knowledge, and understands that false statements made in this application are subject to the applicable versions of the New York State Penal Law. Lastly, the owner has read this entire application and agrees to all provisions such as but not limited to reimbursing the Town for any incurred costs and agreement to indemnify and hold harmless the Town of Barrington.

Owner's Signature_____ Date_____

FOR OFFICIAL USE ONLY

Size of Pipe Required:_____ Fee(s):_____

Date of Installation:_____ Contractor:_____

Inspection Date:_____Inspected by:_____

Tax Map ID No.:_____IPS Updated:_____