



**TOWN OF WESTFORD
BUILDING DEPARTMENT**

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5527 Fax (978) 399-2558

Permit # _____
Check # _____
Fee Paid \$ _____
Date: _____

CURB CUT/DRIVEWAY

A plan of proposed work **MUST** be submitted with this application.

Permit subject to approvals of Public Works Authority, Planning Board and Building Commissioner.

Date: _____

Application For: Curb Cut Driveway

Location of Property: _____

Owner Name: _____ Phone No. _____

Address: _____

Name of Contractor: _____ Phone No. _____

Address: _____

Signature of Owner or Authorized Representative

Approved/Disapproved by Public Works: _____ Date: _____

Approved/Disapproved by Planning Board: _____ Date: _____

Approved/Disapproved by Building Commissioner: _____ Date: _____

TOWN OF WESTFORD BY-LAW CURB CUTS AND DRIVEWAYS

Section 1. Definitions:

For the purpose of this by-law the following terms, phrases, words, and their derivation shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directly.

- (1) PUBLIC WAY shall mean the entire width between the lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel and shall include the entire width of any sidewalk within the lines of such way. In the case of ways established by prescription or concerning which no official layout exist, the edges of the surface of the traveled way shall be deemed to be the lines of such public way.
- (2) DRIVEWAY shall mean a privately owned access to and from a public way.
- (3) THROUGH WAY shall mean any way designated as such by the Department of Public Works or the Board of Selectmen, as authorized under Section 9 of Chapter 89 of the General Laws, as amended.

Section 2. Purposes:

- (a) To provide maximum protection to the public through the orderly control of traffic moving onto and from a way.
- (b) To provide a uniform practice in the design and construction of entrances and exits to properties abutting a public way.
- (c) To provide for necessary drainage.

Section 3. Applications:

An applicant for a permit hereunder shall file with the Building Inspector and application showing:

- (1) Name and address of the owner, or agent in charge, of the property abutting the proposed work area;
- (2) Name and address of the party doing the work;
- (3) Location of the work area;
- (4) Attached plan showing details of the proposed alteration;
- (5) Such other information as the Building Inspector shall find reasonably necessary to the determination of whether a permit should be issued hereunder.

Section 4. Standards for Issuance of Permit:

The Building Inspector shall issue a permit hereunder when he finds:

- (1) That the plans for the proposed alteration have been approved by the Superintendent of Highways and the Planning Board, to whom they shall be forwarded by the Building Inspector within a reasonable time after receipt thereof.

- (2) That the alteration will not unreasonably interfere with vehicular and pedestrian traffic, the demand and necessity for parking spaces, in the means of egress to and from the property affected and adjacent properties.
- (3) That the health, welfare, and safety of the public will not be unreasonably impaired.
- (4) Driveways should be located to the best advantage with regard to the highway alignment, drainage of the land involved, profile, and sight distance conditions. Unless varied by the Planning Board, driveways shall not be located at the extreme edge (sideline) of property or at intersection or rotaries.
- (5) Not more than two driveways shall be permitted for any one property. Additional driveways should not be requested unless there is a clear necessity for them. No circular drives are allowed unless there is a minimum frontage of 150 feet.
- (6) The sub-division of a parcel of property by the owner does not in any way change the number of drives allowed under the standards.
- (7) The radii of a private drive may not extend beyond the applicant's property line unless the application is accompanied by a letter and a copy of recordable easements from the applicant's abutter indicating his approval of this condition.

Section 5. Curb Cuts Replacements:

Where a private property use has been modified so that an existing curb cut is no longer needed, the Building Inspector, for the promotion of traffic safety and public convenience, may require the abutting property owner to replace the curb at his expense. If the abutting owner fails to comply with the order, the Town may do the work and bill the owner for the cost.

Section 6. Exceptions:

No permit shall be required under this by-law for:

- (a) Driveways already in existence on the date of adoption of the by-law, except that if any construction or reconstruction of existing driveways is substantially tantamount to a new driveway then this by-law shall be applicable.
- (b) Driveways reviewed by any other Town Board under other existing by-laws, rules or regulations or under site plan review or approval under the subdivision control law.

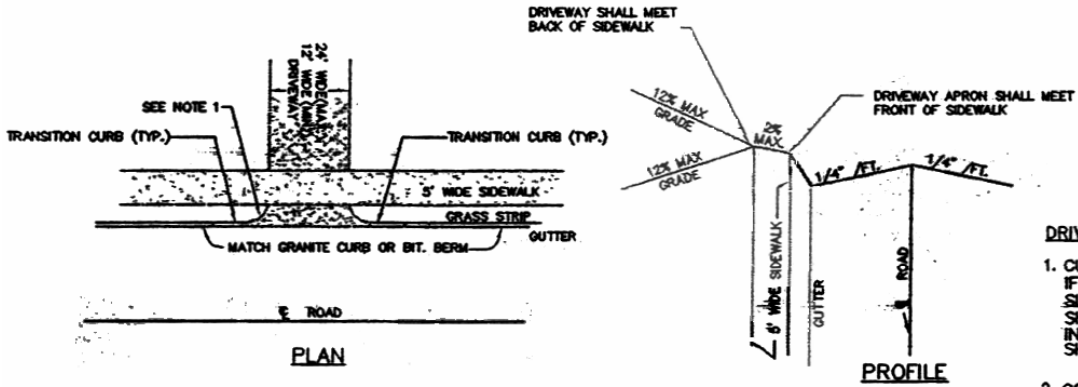
Section 7. Severability:

The provisions of this by-law are severable, and if any sentence, section or other part of this by-law should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.

Section 8. Penalty:

Any person, firm, or corporation violating any provisions of the by-law shall be fined not more than \$300.00 for each offense.

DRIVEWAY CONSTRUCTION STANDARDS



DRIVEWAY NOTES:

1. CURB RETURN 2' RADIUS (TY. IF VERTICAL GRANITE USED). SLOPED GRANITE WHEN USED SHALL TERMINATE INTO DRIVEWAYS, AVOIDING SHARP PROJECTIONS.
2. CONSTRUCTION DETAILS REMAIN THE SAME WHEN NO SIDEWALK IS TO BE CONSTRUCTED.
3. ALL DRIVEWAY APRONS TO BE PAVED WITH 3" BITUMINOUS CONCRETE

TYPICAL MINOR DRIVEWAY DETAIL

(NO SCALE)