

TOWN OF SALEM

PRIVATE DRIVEWAY PERMIT

1. The Town Board Chairman or his/her designee and the Town maintenance person are to determine placement of driveway. The driveway must allow for at least 300 feet of visibility in all directions as a vehicle is either exiting or entering the proposed driveway.
2. Driveway access shall be at least 100 feet from any intersection.
3. Driveway shall slope down a minimum of 6” and a maximum of 18” at a distance of 20 feet from the edge of the shoulder of the road. The Board will determine the size of the culvert, with the minimum being an 18” galvanized culvert with walls.
4. Fee for the permit will be \$200.00.
5. The landowner is to pay all costs of material and installation in addition to the \$200 fee.
6. All driveways are to be installed by the Town. The Town will provide the owner at least two (2) working day’s notice prior to the installation.
7. All driveways must be in compliance with Town of Salem Ordinance #1114 for private driveway access.
8. Fine for noncompliance will follow Salem Citation Ordinance #1114-2.
9. Driveway locations must be approved by the Town Board Chairman. The Chairman retains the right to defer the decision for approval to the entire Town Board if he/she believes there is a potential risk to the public, even if the proposed location meets the distance requirements in Items 1 and 2.

Date_____

Name_____

Address:_____

Section Number_____

Use:_____

Sketch:

Date:_____

Approved_____ Denied_____

By: _____