



**DEPARTMENT OF PUBLIC WORKS
ENTRANCE/CULVERT INSTALLATION PERMIT**

Property Owner name and Entrance Address:

Property Owner Signature:

Location Information: *Will culvert be located in Town Right of Way? Are property markers visible?*

Entrance Information: *Are sight lines adequate? See sight line information below.*

The entrance should intersect the traveled way at a horizontal angle of 90 degrees but in no case shall the horizontal angle be less than 75 degrees.

No part of the entrance shall extend beyond the property lot frontage for the lot being served.

The entrance shall not be located close to an intersection and should be back at least 50 feet.

Sight Distance Criteria:

All entrances shall be so located such that vehicles approaching or using the entrance will be able to obtain adequate sight distance in both directions along the public way or to maneuver safely and without interference with traffic.



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Measurements to determine sight distance shall be made in the proposed entrance at a point ten (10') feet from the edge of shoulder line with the height of eye three and one-half (3.5') feet above the pavement. The sight distance shall be computed from this point measuring along the roadway to a point where an approaching height of object four and one quarter (4.25') feet is first seen.

Driveway placement shall be such that an exiting vehicle has an unobstructed sight distance according to the following schedule:

Highway Speed (MPH)	Minimum Sight Distance (in feet)
25	250
30	300
35	350
40	400
45	450
50	500
55	550

Drainage:

Existing roadside drainage in gutter or ditch lines shall not be altered or impeded by the applicant. The applicant must provide at his/her expense suitable and approved drainage structures at all entrances.

Surface drainage shall be provided so that all surface water on the areas adjacent to the road shall be carried away from the roadway.



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Where a drainage culvert is required to maintain roadside drainage the Town must approve the pipe diameter/length and type of pipe material prior to installation. In any case, the pipe size shall be at least 12 inches in diameter.

Culvert Installed By:

Address and Phone Number:

Date Installed:

Map#

Lot#

Culvert Size:

Culvert Length:

Comments:

Approved By:

Date:

Note: unless otherwise approved by the Road Commissioner, **culvert shall be Plastic double wall** with smooth bore and annular ring style of N12 ADS or equivalent, with a minimum of 12 inches of gravel cover compacted around and on top to achieve a 95 percent compaction rate.

All work within the road Right of Way shall meet the Manual of Uniform Traffic Control Devices requirements for signage and traffic safety.

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