

ENTRANCE PERMIT

**Town of Naples
PO Box 1757
Naples, ME 04055
693-6364**

***Note: The granting of this permit is for the approval of the driveway or opening location only, and does not in anyway supercede any Town, State, or Federal ordinance, rule or law. This permit shall not be construed as grant of approval as to the legality, conformity, or buildability of the property listed on this permit. Applicant shall apply for any other required permits from the appropriate agencies.**

To enter onto a road or street, public or private, which requires inspection by the Naples Road Commissioner.

Name of Owner: _____ Map _____ Lot _____

Road or Street Name _____ Subdivision _____

To be filled out by applicant

Road Commissioner Section

Culvert Size: Length _____ Diameter _____ Type of Culvert _____

Ditching Width _____ Length _____ Rip Rap _____

Special Conditions:

Permit Number: _____ Date Issued: _____ Date Expires: _____

Signed: _____
Derik Goodine, Naples Road Commissioner

Final Inspection

Date Inspected: _____

Signed: _____
Naples Road Commissioner

This permit is to be filled out, signed, and returned to the Naples Code Enforcement Officer before a building permit may be obtained from the Town of Naples. Further, no occupancy permit certificate will be issued until this has been inspected and signed by the Naples Road Commissioner.

PLOT PLAN ON REVERSE SIDE

PLOT PLAN

MODEL SHOULDER/DITCHING SPECIFICATIONS

- ✦ Shoulders will be lower and graded at a slightly steeper cross-slope to provide positive drainage toward the ditch.
- ✦ If possible, all inslopes will be no steeper than 2:1 (Horizontal to Vertical) and all backslopes will be no steeper than 1:1.
- ✦ The depth of ditch should be at least 12" below the **bottom** of the roadway gravel. If the depth of base gravel is unknown then the ditch should be a minimum of 18" below the shoulder elevation. Care should be given to avoid excessively deep ditches which could create safety and liability concerns to motorists and/or pedestrians, especially with steep side slopes.
- ✦ All ditches will be shaped with no hard transitions in slopes. The shape should be rounded (parabolic) to minimize erosion and water velocities. V-ditches should be avoided.
- ✦ The slope of the graded ditch should be a minimum of 1%. In difficult situations, it should never be less than .5%.
- ✦ No gravel or sod berm or windrow will be left in-between the road and the ditch slope.
- ✦ Prior to any grading, the Contractor or Town will call Dig-Safe toll-free number 1-888-DIG SAFE (344-7233) to protect against possible damage. Comments like "I know there's nothing there" are not acceptable. The 72-hour waiting period will be adhered to in ALL CASES, except emergencies.
- ✦ All work will be protected by proper work zone devices and procedures. The standards presented in the latest edition of Part IV of the Manual on Uniform Traffic Control Devices (MUTCD) will serve as minimum standards.
- ✦ All culverts or obstructions will be flagged or marked prior to grading to ensure no damage to the culverts or equipment.
- ✦ All "ditch spoils" will be properly disposed of by the operator in accordance with all environmental considerations. An easement will be obtained to dump excavated material onto private property.
- ✦ Any ditch drainage onto private property can only occur after a drainage easement is on file with the Town.
- ✦ All work will be performed under the direction of the Road Commissioner (Town Manager or Board of Selectmen).
- ✦ Any inconveniences to residents or to adjacent driveways shall be avoided by prior notification.
- ✦ All culverts, geotextiles, and erosion control materials will be approved of and/or bought by the Town for use.
- ✦ All unstable ditches and slopes will be properly protected against erosion according to current best management practices and State law.