



TOWN OF NEW MILFORD
Department of Public Works
10 Main Street
New Milford, CT 06776
Telephone (860) 355-6040 • Fax (860) 355-6055

The Applicant hereby agrees to the following:

1. Safety:
 - a. A Call Before You Dig number shall be maintained for the work at all times.
 - b. Contractor shall comply with MUTCD signs, cones, and traffic control. Failure to comply with all applicable MUTCD standards for protecting traffic is grounds for immediate revocation of this permit.
 - c. The Applicant explicitly agrees to maintain traffic flow through the work area at all times. Appropriate work zone signage and all road side construction safety equipment are to be utilized throughout the duration of the project. CT certified flaggers or Police traffic control must be utilized when working in the Right of Way.
 - d. Contractor shall comply with OSHA regulations as might apply. The Applicant must follow all applicable OSHA standards for performing the work at all times. Failure to follow applicable OSHA standards is grounds for immediate revocation of this permit.
 - e. Site line from the driveway is to remain clear and maintained by the property owner at all times.
2. Environmental
 - a. Contractor shall comply with local Inland Wetlands/Health Department, DEEP and DPH regulations as might apply for materials and vehicles on site.
 - b. Other (as applicable):
 - i. All excavation in the Town right-of-way on the shoulders of the road shall be stabilized with seed and hay to prevent erosion.
3. Quality
 - a. The driveway, apron and all other associated work must be constructed in full compliance with Town Specifications.
 - b. The driveway is to be graded to sheet flow water to the property not to runoff to the Town Road or adjacent properties.
 - c. Pavement shall be a minimum of 2 inches thick (after compaction) of bituminous concrete or equivalent over a minimum of 6 inches of compacted gravel.
 - d. Install a 1.5" lip on the apron behind the gutter line of the road so the plow will not damage.
4. Administrative
 - a. Compliance with all applicable Town of New Milford Codes and Ordinances at ALL times.
 - b. The Applicant must schedule the following inspections to be performed by DPW ensuring a 24-hour minimum notice:
 - i. Driveway Subbase Inspection (before paving)
 - ii. Final Driveway Inspection
 - c. The Applicant agrees to bring any unforeseen circumstances to the attention of the DPW immediately upon discovery. The DPW can be contacted at 860-355-6040.

- d. This permit does not revoke or override requirements from any other Town of New Milford Department. It is the responsibility of the property owner to inquire and or attain any and all permits necessary from other departments to complete their project in accordance with the Town of New Milford's Codes and Ordinance.
- e. The Applicant understands that any deviation from the requirements of this permit or the Town of New Milford Codes and Ordinances may necessitate revocation of this permit until such time as the DPW is satisfied that permit conditions can be met for safe and proper completion of the work.

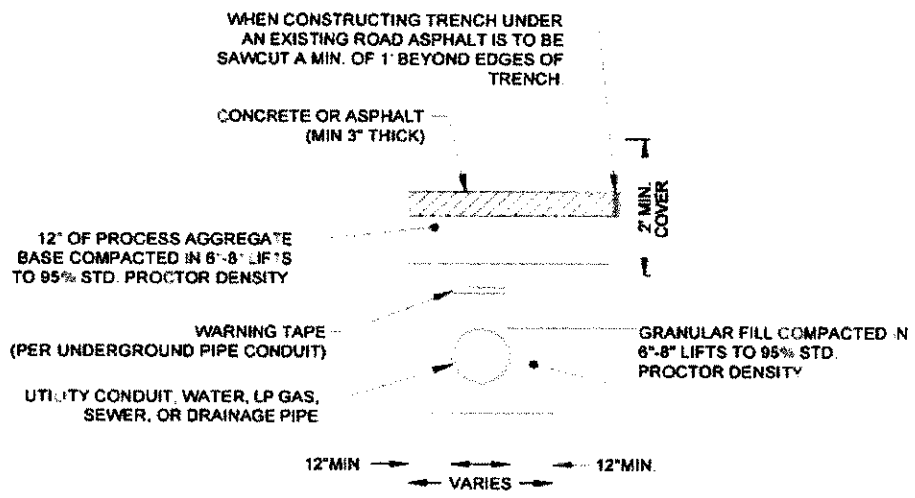


**Town of New Milford
Procedure for Constructing / Repairing a Driveway or Performing
Work in the Town Right of Way.**

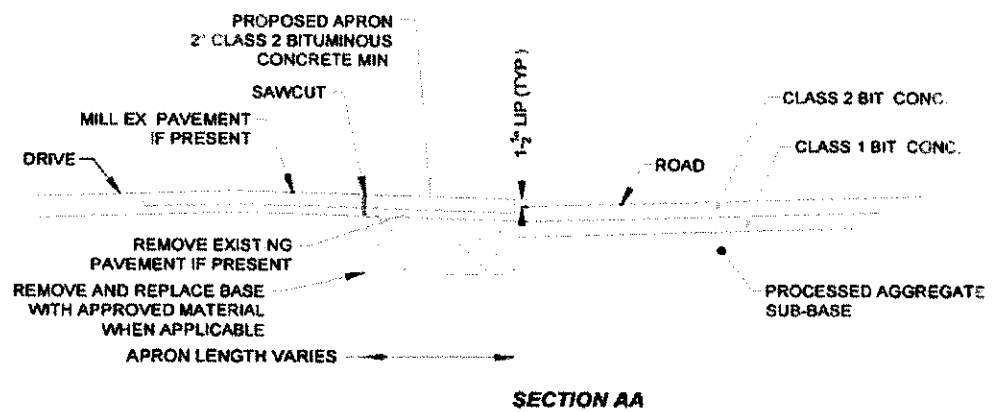
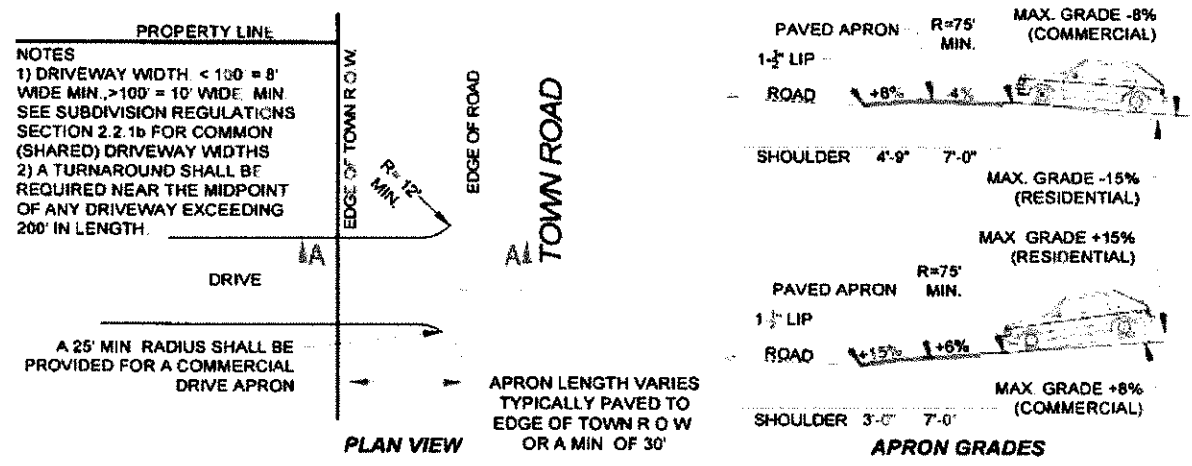
If Work within the Town right of way is constructed **WITHOUT** using the below steps, the Town of New Milford will not be responsible for damage or problems which arise due to improper construction. The applicant / property owner, however, may be held responsible for such incidents.

1. An individual or company files a completed application for the construction, reconstruction, resurfacing of a driveway, or performing work in the Town Right of Way with the Department of Public Works. The **APPLICANT** is the party that signs for the application when relevant, as stated in the Town of New Milford Code of Ordinances – Personal check –minimum \$1,000.00 or Insurance bond minimum \$1,500.00. If the proposed work is covered by a Planning Commission bond, a copy of the bond and approved subdivision plot plan must be submitted with the application. Any application not completely filled out and signed will be returned to the applicant. A current CBYD (Call Before You Dig) reference number must be on the application to be considered complete.
2. **§ 18-72 Permit required:** It shall be unlawful for any person, firm or corporation to hereafter construct, reconstruct or otherwise alter any driveway abutting or intersecting any road which is now or may become part of the town highway before first filing a written application with the office of the First Selectman of the Town of New Milford and receiving a permit therefor. The fee for such permits for each applicant shall be as follows:
 - (a) Driveway, repair in right of way \$50.00
 - (b) Driveway, reconstruction \$100.00
 - (c) Driveway, new \$200.00
3. Upon receipt of the permit, construction may begin. Under **no circumstances** may work begin prior to receipt of the permit.
4. The Road Construction Supervisor will inspect the site after the location has been clearly marked and not all conditions on the permit.
5. The permit will be processed and returned to the applicant within 1 to 2 weeks. All work must be constructed in accordance with the Town of New Milford Road and Driveway Ordinances and the specific guidelines included on the permit.
6. **Once the work is completed to the satisfaction of the Department of Public Works the bond will be released.**
7. **Sign offs for Certificate of Occupancies may not be granted until the work is completed.**

Attached you will find several construction details along with articles taken from the New Milford Code of Ordinances, Planning Regulations, and Zoning Regulations which may apply to the proposed work. These are for reference, and since they may be amended or revised at any time, reviewing the applicable regulations and ordinances either online (at <http://www.newmilford.org/>) or in New Milford Town Hall is recommended. If you have any questions regarding this procedure, please feel free to call the Department of Public Works during business hours: **Monday - Friday 8am to 4:30pm (860-355-6040)** or email to :**public_works@newmilford.org**



TYPICAL UNDERGROUND UTILITY TRENCH DETAIL
(NOT TO SCALE)



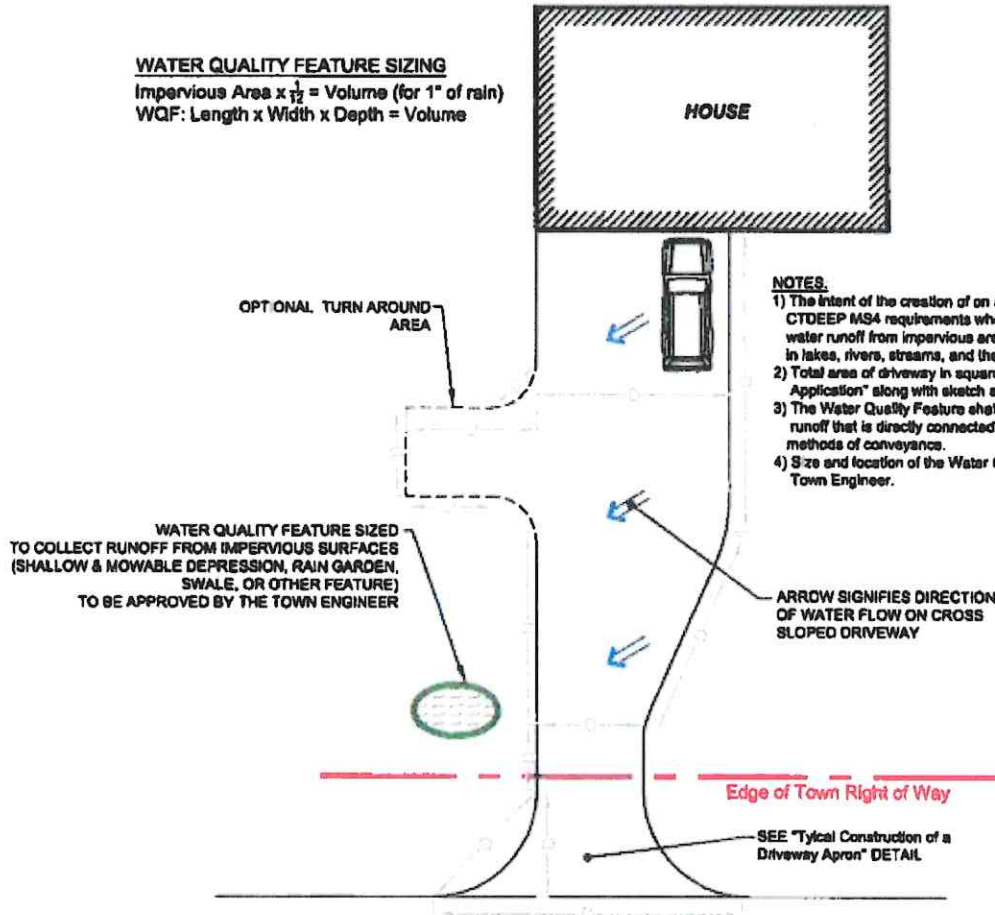
TYPICAL CONSTRUCTION OF A DRIVEWAY APRON
(NOT TO SCALE)

CURRENT IMPERVIOUS AREA SQUARE FOOTAGE= _____
PROPOSED IMPERVIOUS AREA SQUARE FOOTAGE= _____

*Impervious Area includes any structure that does not allow rainfall to penetrate through to the ground such as buildings, driveways, and other features

WATER QUALITY FEATURE SIZING

Impervious Area x $\frac{1}{12}$ = Volume (for 1" of rain)
 WQF: Length x Width x Depth = Volume



NOTES:

- 1) The intent of the creation of on site Water Quality Features is to meet CTDEEP MS4 requirements whereby reducing the amount of storm water runoff from impervious areas. This helps improve the water quality in lakes, rivers, streams, and the ocean.
- 2) Total area of driveway in square feet to be provided with "Driveway Permit Application" along with sketch showing all required dimensions.
- 3) The Water Quality Feature shall be sized to accommodate any building runoff that is directly connected to it by way of roof leaders or other methods of conveyance.
- 4) Size and location of the Water Quality Feature to be approved by the Town Engineer.

EXAMPLE OF TYPICAL DRIVEWAY PLAN
 (NOT TO SCALE)

:BYD- "Call Before You Dig" 1-800-922-4455

links:

- http://www.ct.gov/deep/cwp/view.asp?a=2721&q=558562&deepNav_GID=1654
- <https://westcog.org/environmental-management/water-conservation/stormwater/>
- <http://www.newmilford.org/content/20744/default.aspx>

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 (860) 355-8040 fax (860) 355-8035

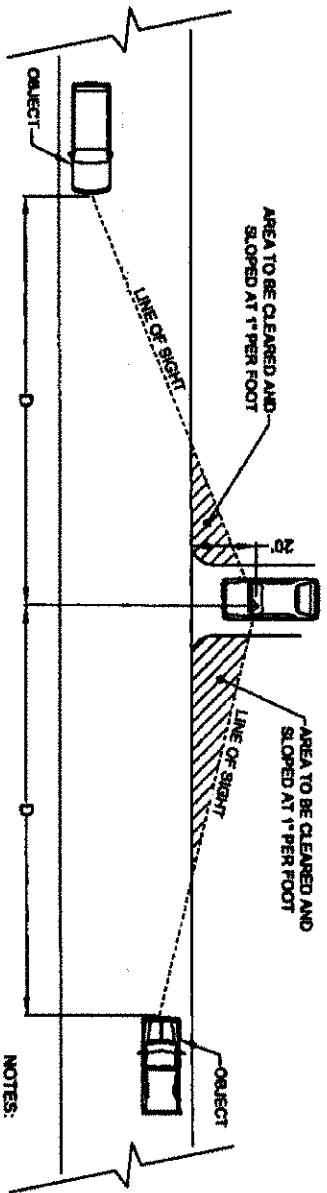
TYPICAL DRIVEWAY PLAN

SCALE:
 NTS

Drawn By: JH
 Checked by: DLS
 Approved by: DLS

SHEET:

1



NOTES:
 1) SIGHT DISTANCE AS TAKEN FROM THE DRIVEWAY LOCATION SHALL BE MEASURED FROM A POINT 20' BEYOND THE EXISTING SHOULDER LINE OF THE ROAD AND AT A STATIONARY HEIGHT OF 3'-0". THE OBJECT HEIGHT SHALL ALSO BE MEASURED AT 3'-0".
 2) DISTANCE "D" TO BE MEASURED AT THE CENTER OF THE LANE OF THE ONCOMING TRAFFIC.
 3) THE PLANNING COMMISSION MAY ALLOW REDUCED SIGHT LINES FOR COMMON DRIVES, HOWEVER, IN NO CASE SHALL THE DISTANCE BE LESS THAN THE STOPPING SIGHT DISTANCE AS SHOWN IN "TABLE 1" FROM THE NEW MILFORD STREETS AND SIDEWALK ORDINANCES.

From New Milford Street & Sidewalk Ordinances

D= MINIMUM SIGHT DISTANCE

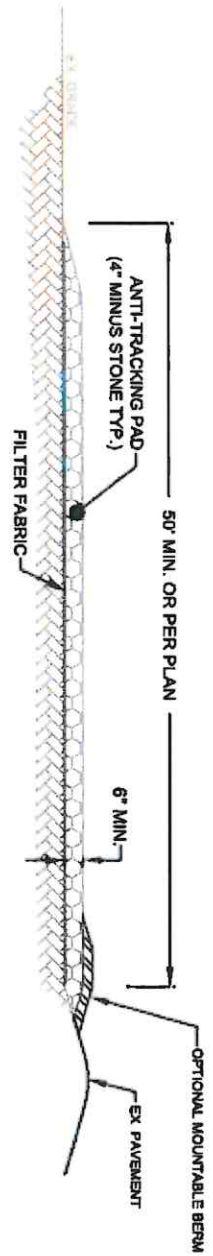
- 350' for 30 M.P.H. design speed
- 425' for 35 M.P.H. design speed
- 475' for 40 M.P.H. design speed
- 525' for 45 M.P.H. design speed
- 575' for 50 M.P.H. design speed
- 700' for 60 M.P.H. design speed
- 850' for 70 M.P.H. design speed

- "Stopping Sight Distance" From New Milford Street & Sidewalk Ordinances "Table 1"
- Arterial (>3,000 ADT) 500 feet
- Major Collector (1,500 to 3,000 ADT) 400 feet
- Minor Collector (750 to 1,500 ADT) 350 feet
- Local/Residential (<750 ADT) 200 feet

TYPICAL SIGHT DISTANCE DETAIL
 (NOT TO SCALE)

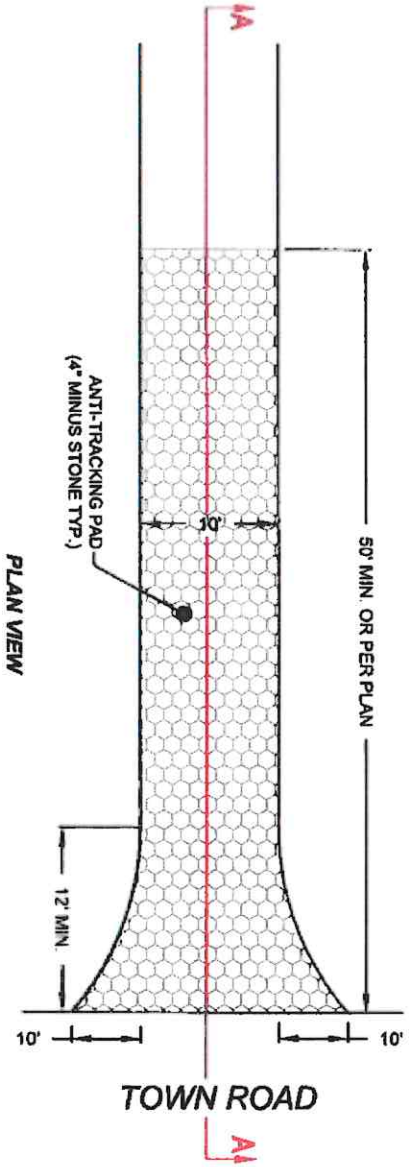
CBYD- "Call Before You Dig" 1-800-922-4455

<p>Town of New Milford Public Works Department 10 Main Street New Milford, Connecticut 860) 355-6646 fax (860) 355-6035</p>	<p>TYPICAL SIGHT DISTANCE DETAIL</p>	<p>SCALE: NTS Drawn By: JH Checked by: DLS Approved by: DLS</p>	<p>SHEET: 4</p>
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SECTION AA

- NOTES
- 1) STONE SIZE: USE MIN. 4" MINUS STONE, RECLAIMED/RECYCLED CONCRETE, OR EQUIVALENT.
 - 2) FILTER FABRIC TO BE PLACED BENEATH ENTIRE AREA OF THE ANTI-TRACKING PAD.
 - 3) ALL SURFACE WATER FLOWING TOWARD CONSTRUCTION ENTRANCES SHALL BE PIPED UNDER THE ENTRANCES. A MOUNTABLE BERM WITH 5:1 SLOPES MAY ALSO BE PROVIDED WHERE PIPING IS IMPRACTICAL.
 - 4) THE CONSTRUCTION ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT THE TRACKING AND FLOWING OF SEDIMENT INTO THE PUBLIC RIGHT OF WAY. THIS MAY REQUIRE A PERIODIC TOP DRESSING OF ADDITIONAL STONE ALONG WITH THE REMOVAL OF TRAPPED SEDIMENT. ALL DEBRIS AND SEDIMENT TRACKED, WASHED, OR SPILLED IN THE PUBLIC RIGHT OF WAY SHALL BE REMOVED IMMEDIATELY. INSPECTION AND REQUIRED MAINTENANCE WILL BE PROVIDED AFTER ANY PERIOD OF RAINFALL.
 - 5) VEHICLE WHEELS MAY BE CLEANED PRIOR TO ENTERING THE PUBLIC RIGHT OF WAY. THIS IS TO BE DONE IN AN AREA STABILIZED WITH STONE WHICH DRAINS INTO AN APPROVED SEDIMENT TRAPPING DEVICE.



TYPICAL ANTI-TRACKING PAD
(NOT TO SCALE)