

**TOWN OF HUDSON
DEPARTMENT OF PUBLIC WORKS**



DRIVEWAY PERMIT

APPLICATION

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DRIVEWAY PLAN**

TOWN OF HUDSON, MASSACHUSETTS 01749
DEPARTMENT OF PUBLIC WORKS
ONE MUNICIPAL DRIVE
TEL: 978 562 9333

UPDATED SEPTEMBER, 2022

DRIVEWAY REGULATIONS AND PERMIT APPLICATION

A. DRIVEWAY REGULATIONS

No person shall install a driveway without first obtaining a permit from the Director of the Department of Public Works. All driveways shall be installed in compliance with the following regulations:

1. Driveways shall **NOT** be allowed to enter the public way directly onto an intersection rounding. Driveway cuts shall not be within sixty-five (65) feet of the intersection of the center line of intersecting streets.
2. Driveways shall **NOT** be constructed in any manner which inhibits the existing drainage system of the Town way. Driveway openings shall not be located at catch basins, granite curb Inlets, or granite transition pieces
3. Driveways and other curb cut openings shall be designed so that surface runoff can neither enter nor leave the road right-of-way, except where roadside swales are present to enable infiltration in vegetated areas.
4. The elevation of the driveway at the back of the sidewalk (or at the property line info sidewalk) shall be three (3) inches higher than the elevation of the centerline of the Town way.
5. The slope of the driveway shall not be greater than ten (10) percent for the first twenty (20) feet from the property line.
6. Driveway openings between the gutter line and the property line shall be paved with a minimum of three (3) inches of bituminous concrete, leaving a 3 / 4-inch lip where the driveway meets the street (see link for drawing). All costs shall be borne by the owner of the driveway.
7. The maximum allowed width of the driveway opening is 24 feet. A maximum of one driveway opening is allowed per property in the residential zone**.
8. The cost of relocating any existing, Town owned and maintained, utilities, mains and services due to the construction of a new driveway shall be borne by the owner of the driveway.
9. Not more than two (2) rejoining lots may be serviced by one (1) common driveway, provided that the driveway falls within the frontage of one or both of the lots serviced and all other provisions of this by-law are met.
10. No permit shall be issued except upon submission of an application and plan to the Department of Public Works. A Road opening permit from the Department of Public works may also be required for construction of the driveway.
11. A separate driveway opening for the accessory dwelling unit shall not be allowed. (per zoning regulations).
12. No work can commence prior to approval by the Department of Public Works and issuance of permit.
13. Any damage done to Town roads / sidewalks caused by the contractor - unloading or loading trac driven equipment on the public way will be the responsibility of the person taking out the permit. Repairs will be established agreeable to the Department of Public Works and at minimum be accomplished using the infra-red method.
14. Ensuring adequate sight distance for vehicles turning from the driveway is the property owner and contractor's responsibility.
15. Refer also to [click for link: Town Planning Board, Subdivision control rules and regulations and Zoning Regulations for driveway construction and re-surfacing](#).
16. All New driveway permits must be submitted with a \$50.00 fee. All Existing driveway resurfacing without any expansion must be submitted with a \$25.00 fee.

** Re-surfacing of existing driveways that are currently wider than the maximum width OR existing multiple driveway openings are exempt.

B. PROPOSED NEW DRIVEWAY PLAN* - ([Click on Link for Construction standards and a sample plan application](#))**

*** For existing Driveway resurfacing, utilizing the same grades, width and lengths please fill out the last page instead.
Dimensions:

1. The distance from the left edge of the driveway to the left property line. (P.L. left)
2. The distance from the right edge of the driveway to the right property line. (P.L. right)
3. The length of the driveway. (L)
4. The width of the driveway. (W)
5. The distances, in each direction, to the nearest fire hydrants. (HYD left and HYD right)

Elevations (any reference datum is acceptable):

1. The elevation of the centerline of the Town way at the location of the driveway opening.
2. The elevation of the gutter line of the Town way at the location of the driveway opening.
3. The elevation of the driveway at the back of sidewalk (the property line).
4. The elevation of the driveway twenty feet in from the back of sidewalk (property line).

**TOWN OF HUDSON
DEPARTMENT OF PUBLIC WORKS
PROPOSED NEW DRIVEWAY – FEE \$50.00**

By signing below, I hereby acknowledge that I have completely read, understand and agree to the regulations for the driveway permit application. As a licensed paving contractor, I have also reviewed the construction standards and shall follow the specifications accordingly. I will follow any corrections provided by the Town of Hudson inspector.

ST. NO/LOT NO: _____ STREET NAME: _____

APPLICATION DATE: _____ DIG SAFE: _____

CONTRACTOR: _____ PHONE: _____

CONTRACTOR SIGNATURE: _____ WORK DATE: _____

PLEASE PROVIDE A SKETCH OF THE PROPOSED DRIVEWAY PLAN FORM. [Click for link here to refer to a sample and Construction details.](#)

Distances: Feet	Elevations
P.L. left =	Centerline road =
P.L. right =	Gutter =
Length =	Back of sidewalk (property line) =
Width =	20' in from the back of the property line =
HYD left =	
HYD right =	Ref. Datum =

HOUSE # _____

BACK OF SIDEWALK / PROPERTY LINE

SIDEWALK

GUTTER

CENTERLINE

DPW APPROVED BY: _____ DATE: _____

TOWN OF HUDSON
DEPARTMENT OF PUBLIC WORKS
RESURFACING EXISTING
DRIVEWAY - FEE \$25.00

By signing below, I hereby acknowledge that I have completely read, understand and agree to the regulations for the driveway permit application. As a licensed paving contractor, I have also reviewed the construction standards and shall follow the specifications accordingly. I will follow any corrections provided by the Town of Hudson inspector.

ST. NO/LOT NO: _____ STREET NAME: _____

APPLICATION DATE: _____ DIG SAFE: _____

CONTRACTOR: _____ PHONE: _____

CONTRACTOR SIGNATURE: _____ WORK DATE: _____

PLEASE PROVIDE A SKETCH OF THE EXISTING DRIVEWAY FOR RESURFACING. NOTE that there must be no elevation changes to the existing driveway.

Distances: Feet
Length from Gutter to home =
Width at the gutter line =

HOUSE # _____

BACK OF SIDEWALK / PROPERTY LINE

SIDEWALK

GUTTER

CENTERLINE

DPW APPROVED BY: _____ DATE: _____