

**WILTON LAND USE LAWS AND REGULATIONS**  
**SECTION G - DRIVEWAY REGULATIONS**

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**PLANNING BOARD**  
**TOWN OF WILTON, NH**

**DRIVEWAY PERMIT AND**  
**REGULATIONS WAIVER APPLICATION**

*(Amended August 2, 2023)*

**Complete this form to obtain a permit to construct, alter or relocate a driveway and/or to request the waiver of any requirements that may be waived by the Planning Board. See Wilton Land Use Laws and Regulations Section G: Driveway Regulations, and Section H: Stormwater Management Regulations.**

**1. Property Information**

Describe the lot(s) to which this application applies (the location of proposed development, construction, improvement or structure requiring the permit). If more than one lot is involved, describe them below or attach additional copies of this page.

Tax Map and Lot Number \_\_\_\_\_ Lot Size \_\_\_\_\_

Street Address \_\_\_\_\_

Zoning District (check one):

- Residential  General Residence and Agricultural
- Commercial  Downtown Commercial  Industrial  Office Park

Relevant Overlay Districts (check any that apply):

- Research and Office Park  Floodplain Conservation  Watershed
- Wetlands Conservation  Aquifer Protection  Age-restricted Housing

- Check this box if this lot is part of an approved subdivision or site plan.
- Check this box if this driveway entrance is from a State highway (please provide a copy of the state driveway permit application).

**2. Owner(s)**

List all owners of each lot below or attach additional copies of this page.

Name (individual(s), company or other):

\_\_\_\_\_

Mailing address (Street, Town, State, Zip):

\_\_\_\_\_

\_\_\_\_\_

If not an individual, name of contact: \_\_\_\_\_

Complete one entry below for each owner:

- Daytime phone \_\_\_\_\_  Evening phone \_\_\_\_\_
- Work e-mail \_\_\_\_\_  Personal e-mail \_\_\_\_\_

**WILTON LAND USE LAWS AND REGULATIONS**  
**SECTION G - DRIVEWAY REGULATIONS**

---

**3. Applicant**

Same as owner

If the applicant is other than the owner(s) (e.g., tenant, proposed purchaser, developer), provide the following information.

Name (individual(s), company or other):

\_\_\_\_\_

Mailing address (Street, Town, State, Zip):

\_\_\_\_\_

\_\_\_\_\_

If not an individual, name of contact: \_\_\_\_\_

Complete one entry below:

Daytime phone \_\_\_\_\_  Evening phone \_\_\_\_\_

Work e-mail \_\_\_\_\_  Personal e-mail \_\_\_\_\_

Relationship to the Property: \_\_\_\_\_

**4. Representative of the Applicant**

If a representative is authorized to act on behalf of the applicant before the Wilton Planning Board or Zoning Board, or otherwise to respond to questions or provide further information about this application to those Boards, the Secretary of the Planning Board (Secretary) and/or the Land Use Administrator, provide the following information.

Name: \_\_\_\_\_

Company (if any): \_\_\_\_\_

Mailing address (Street, Town, State, Zip): \_\_\_\_\_

\_\_\_\_\_

Complete one entry below:

Daytime phone \_\_\_\_\_  Evening phone \_\_\_\_\_

Work e-mail \_\_\_\_\_  Personal e-mail \_\_\_\_\_

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**WILTON LAND USE LAWS AND REGULATIONS**  
**SECTION G - DRIVEWAY REGULATIONS**

---

**5. Required Site/Project Information**

- Provide four (4) copies of a site plan/drawing describing existing and proposed driveway conditions in accordance with Section 8.0 of the Driveway Regulations.
- Complete the Driveway Permit Application Checklist attached at the back of this application form.
- Provide photos showing the existing conditions of the site.
- Provide reference to any applicable approved subdivision, site or other plan.

Yes  No  Are waivers of any of subsection 4.e, 5.a or 6.b of the Driveway Regulations requested? If so, identify the section(s) to be waived and provide the reason for the request. Attach an additional sheet if necessary.

**Please Note:**

The Secretary, Planning Board, Town Road Agent and/or Fire Chief may require additional information as deemed necessary.

Construction, alteration and/or relocation of a driveway must comply with the requirements of Section G, Driveway Regulations, Section H, Stormwater Management Regulations, and Appendix I, Road Design Standards and Specifications of the Wilton Land Use Laws and Regulations, except to the extent they are waived by the Planning Board.

Failure to complete construction, alteration or relocation of the driveway within one year following the issuance of this permit, unless extended pursuant to Section 3.0.c, and in compliance with all applicable requirements shall render this permit null and void.

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**WILTON LAND USE LAWS AND REGULATIONS**  
**SECTION G - DRIVEWAY REGULATIONS**

---

**6. Abutters (if noticing is required)**

Attach a list of the names and addresses of all abutters identified in Town records as of a date not more than five days prior to submitting this application. The list shall include all abutters directly across roadways and/or streams, the owner(s) of each such property, and all others identified in RSA Sections 676:4-I (d) and 676:7 I(a) and Section 4.14 of the Wilton Zoning Ordinance. Please also provide three sets of mailing labels for the abutters.

**7. Fees**

Include payment of the following permit and notification fees with this application. (See Appendix III to the Wilton Land Use Laws and Regulations – Application Fee Schedule.)

Driveway Permit Application Fee \$ \_\_\_\_\_

Legal Notice Fee (if noticing is required) \$ \_\_\_\_\_

Abutter Notification (if noticing is required)

\_\_\_\_\_ # of abutters x \$ \_\_\_\_\_ /abutter \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_

**Please Note:** In addition, the Planning Board may require the applicant to fund an escrow account to pay the fees of professional consultants or advisors to the Board, at such times, for such purposes, and in such amounts as the Planning Board may determine (Escrow Fees).

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**WILTON LAND USE LAWS AND REGULATIONS**  
**SECTION G - DRIVEWAY REGULATIONS**

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**8. Authorizations, Undertakings and Signatures**

This application must be signed by the owner(s), the applicant and any representative of the applicant, as set forth below. Attach additional copies of this page, if necessary.

**Owner(s):**

Each undersigned owner hereby certifies that, to the best of his/her/its knowledge and belief, all of the information provided in this application with respect to the property(ies) owned by him/her/it identified above is true, complete and correct.

**Name** (individual(s), company or other): \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Name and Capacity if signing on behalf of non-individual owner:**

\_\_\_\_\_

**Applicant (must be executed even if the applicant is also an owner):**

The undersigned applicant hereby (a) certifies, to the best of his/her/its knowledge and belief, that all of the information provided in this application is true, complete and correct; (b) agrees to be fully responsible for the payment of all fees, costs and expenses associated with this application and the project the subject hereof, including, without limitation, Escrow Fees, and (c) authorizes the above-named representative, if any, to act on behalf of the applicant before the Wilton Planning Board or Zoning Board, or otherwise to respond to questions or provide further information about this application to those Boards or the Secretary.

**Name** (individual(s), company or other): \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Print Name and Capacity if signing on behalf of non-individual applicant:**

\_\_\_\_\_

Signature of Owner \_\_\_\_\_ **Date** \_\_\_\_\_

**Representative:**

The undersigned representative hereby acknowledges and accepts the applicant's authorization to act on behalf of the applicant before the Wilton Planning Board or Zoning Board, or otherwise to respond to questions or provide further information about this application to those Boards or the Secretary.

**Name** (individual(s), company or other): \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name and Capacity if signing on behalf of non-individual representative:**

\_\_\_\_\_

*(checklist on following pages)*