



# City of Concord, NH

Engineering Services Division  
City Hall, 41 Green Street  
Concord, NH 03301  
Tel: (603) 225-8520  
Fax: (603) 230-3630

engineering@concordnh.gov

# Driveway Permit Application

Minimum of **Three (3)** Working Days Required for Approval

### Applicant: Fill out sections 1 – 4 only

### City Use

1. Applicant's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Email: \_\_\_\_\_

Permit #: \_\_\_\_\_  
 Approved By: \_\_\_\_\_  
 Approval Date: \_\_\_\_\_  
 Expiration Date: 1 YEAR FROM APPROVAL  
 Yes No  
  Traffic Control Plan required  
  Insurance required (any ROW work)  
  Bond required (infrastructure impacts)  
 Other Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. **Please check all boxes that apply**  
 Scheduled Start Date: \_\_\_\_\_ Complete: \_\_\_\_\_  
 New Driveway  
 Existing Driveway:  
 Overlay Only  
 Remove and Replace  
 With alterations (provide description in Section 3 below)  
 Infrastructure impacts (see page 2; **Insurance and Bond Required**)  
 Driveway culvert : Size \_\_\_\_\_ Type \_\_\_\_\_

**Fees:**  
 New Permit  Renewal  
 Administration and Application Fee (Non-Refundable):  
 Driveway w/out infrastructure impacts \$ 75.00  
**or**  
 Driveway w/ infrastructure impacts \$ 225.00

3. Location of Driveway \_\_\_\_\_  
 (Street Address)  
 Give a brief description of any alterations on private property.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Give a brief description of any alterations to city right-of-way.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Total Due:** \$ \_\_\_\_\_  
 Date Paid: \_\_\_\_\_  
 Form of Payment: \_\_\_\_\_  
 Receipt # : \_\_\_\_\_  
 Final Approval: \_\_\_\_\_  
 Date: \_\_\_\_\_

4. By undersigning this application, the Applicant acknowledges that he/she has read and hereby agrees to abide by the City of Concord's of Code of Ordinances, Title 1, General Code, Chapter 5, Public Works, Article 5-1, Highway and Sidewalks – Ordinance No. 2577 Section 5-1-8, Street Excavation Permit Regulations and to any other ordinances, special conditions, restrictions, and regulations that may be imposed by the Engineering Services Division. See page 2 of this application for additional information.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Revised 4/2021

