Alton Highway Department

PO Box 659..... 80 Letter "S" Rd Alton New Hampshire 03809

603-875-6808 .... Fax 603-875-6809

www.Alton.nh.gov.....highway@alton.nh.gov

MEMO

TO: RIGHT OF WAY PERMIT APPLICANTS

FROM: KENNETH G. ROBERTS, HIGHWAY AGENT

DATE: SEPTEMBER 5 1996

SUBJECT: SURETY REQUIRMENTS

In accordance with the provisions of Section 11.4 of Town of Alton Highway Policies and Regulations, the following guidelines are hereby adopted:

Surety requirements for Right –of – Way Permit shall be as follows:

Bituminous Concrete Surface = $150.00 per 1/4 Mile of Road

Gravel Surface = $75.00 per 1/4 Mile of Road

Bridge Crossing = $400,000.00

Minimum Surety = $100.00

Maximum Road Surety = $10,000.00 (not including bridges)

Surety payments shall be in the form of a certified check, cashier's check or Cash Only. Personal checks will be accepted.

TOWN OF ALTON

HIGHWAY POLICIES AND REGULATIONS

Effective 1/23/96
Amended 10/6/1998

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Section 1. ENABLING AUTHORITY

1.1 The Alton Board of Selectmen, acting under the authority and duties described RSA 31 ,41, 47, 229, 230, 231, 236, 265, 507, 647:40a, 674:41, Article 33 of a Town Meeting vote held on March 12, 1994 and numerous decisions of the New Hampshire Supreme Court; herby adopts these policies and regulations which shall apply to all persons and have the full effect of law within the corporate limits of the Town of Alton.

1.2 These policies and regulations may be amended at any time by the Board of Selectmen, or by a majority vote of the Town Meeting to the extent permitted by State Law.

1.3 In the event any court of law having jurisdiction over these matters shall rule a Section contain herein to be unlawful, the remainder of these policies and regulations shall remain in effect.

Section 2. REPEAL OF PREVIOUS REGULATIONS, POLICIES, AND ORDINANCES

The following list of regulations, policies and ordinations are hereby superseded and repealed. Upon adoption of this version of Highway Polices and Regulations, they shall be null and void.

(a) An Ordinance Regulating Heavy Hauling Over Town Roads, Streets and Bridges, adopted March 13, 1989

(b) Road Layout Policy, adopted June 7 1993

(c) A Policy for Protection of Roads, Right-of-Ways and Other Town Property as a result of Timber Cuts, Construction Projects and Excavation, adopted June 14 1993

(d) Minimum Design Standards for Roads and Streets, adopted December 11 1987

(e) An Ordinance Regulating the Occupancy of Public Grounds, Rights-of-Way and Sidewalks, adopted October 10 1978.

(f) A Regulation Relative to Prohibiting Snow Obstruction on Town Roads and Public Sidewalks, adopted January 12 1994

(g) A By-Law Relative to the Highway and Traffic Regulations pertaining to Unnecessary Noise, adopted August 5 1980.

(h) A Restricted Roadway Policy Relative to Letter S Rd, adopted April 4 1988.

(i) A Restricted Roadway, Policy Relative to Parking Along Main Street, adopted January 12 1988.

(j) A Restricted Roadway Policy Relative to the use of School Street by Heavy Trucks, adopted August 27 1990

(k) A Regulation Relative to Highway and Traffic Ordinances pertaining to Vehicles: Stop, Stand or Park, adopted February 9 1987.

(l) All ordinances and regulations relative to posted speed limits on Town roads Which have been heretofore adopted

(m) All ordinances and regulations relative to posted signs and traffic restrictions on Town roads which have been heretofore adopted.

(n) A Highway Ordinance relative to Winter Parking adopted December 18 1973

(o) All previous versions of these Highway Policies and Regulations which have been heretofore adopted.

Section 3. DEFINITIONS

3.1 Except as maybe otherwise noted below, the definition pertaining to any word contained in these policies and regulations shall refer to the manner in which it is described by applicable Titles of the New Hampshire Revised Statue Annotated.

3.2 In the event no definition is found in the RSA's or if there are conflicting meanings or if a definition is vague and ambiguous, the Selectmen shall decide as to a word's meaning and said definition shall be incorporated into these policies and regulations. The Selectmen shall consult a recent edition of a modern American-English dictionary whenever called upon to exercise the authority granted under this section.

3.3 The following words are hereby defined:

(a) AASHTO shall refer to the criteria as set forth in the most recent edition of the design manual published by the American Association of State Highway and Transportation Organizations.

(b) BRIDGE shall be defined as a man-made object used to traverse a ditch, water course or natural barrier, to include culverts and any elevated means of crossing over a Highway.

(c) CENTERLINE shall be defined as the middle of a traveled way

(d) CONSTRUCTION PROJECT shall be defined as any activity which requires the issuance of a permit under the Building Regulations of the Town or construction of a private road.

(e) DRIVEWAY shall be defined as any path of accessed used by motor vehicles to gain entry upon private property from a public right–of –way, this includes: Parking pads, private roads and any other means of access to public or private property from public highway.

(f) EXCAVATION shall be defined as any form of digging operation, by which material is removed and /or relocated.

(g) HEAVY EQUIPMENT shall be defined as any motor vehicle or trailer unit which exceeds a gross weight of six (6) tons (twelve thousand pounds).

(h) HIGHWAY shall be defined to include the words street, road, avenue, or any other type of nomenclature which refers to a public right-of-way. For the purposes of these policies and regulations, all of the terms referenced in this Section shall be deemed to be synonymous.

(i) INSUFFICIENCY shall mean a safety hazard which is not reasonably discovered or reasonably avoidable by a person who is traveling upon a Town highway or bridge at a rate of speed which does not exceed the maximum limit and in a manner which is reasonable and prudent as determined by prevailing conditions such as weather, visibility or knowledge of road conditions and potential hazards.

(j) MONETARY DAMAGES may also be defined as a cash value which is placed upon a previously established, property right to which a land owner can document a legal entitlement, upon which said use has been lost or diminished as the result of actions taken by a Town Official under the provisions of these policies and regulations.

(k) NUISANCE shall be defined as unpleasant, annoying or obnoxious activity, whereby a common sense of decency, as determined by ta Town Official, depreciates to a noticeable extent such that the general public is likely to be adversely affected.

(l) PHYSICAL DAMAGES may be defined as any disturbance of shoulders, ditches, embankments, road surface, or the failure to return Town property to a condition which previously existed as determined by the Highway Agent.

(m) PUBLIC HEARING shall be defined as the process by which the Selectmen receive oral statements and written testimony from any person who wishes to express an opinion or statement of fact.

(n) RIGHT-OF-WAY shall be defined as he total area of a highway which encompasses all the land over which the Town has a legal interest, through instruments of deed, easement, statutorily prescribed claims or results of judicial proceedings which have jurisdiction.

(o) SIDEWALK shall be defined as a path used primarily for pedestrian travel which is located within a right-of-way

(p) TOWN OFFICIAL shall be defined as any person acting in an authorized capacity on behalf of the Town.

(q) TRAFFIC INVESTAGATION shall be defined as a process whereby a Town Official authorizes or conducts a study of road conditions and/or traffic patterns for the purposes of determining any highway regulation or other highway safety requirements.

(r) TRAILER shall be defined as any vehicle which is pulled behind a motor vehicle or is self-propelled and used or designed for the purpose of transporting cargo.

(s) TRAVELED WAY shall be defined as a public right-of-way which used by custom, tradition or design primarily for travel by vehicles.

(t) WINTER ROAD shall be defined as a public right-of-way which shall be open and maintained by the Town from November 15th through April 1st for plowing and sanding only.

Section 4. MINIMUM ROAD STANDARDS

4.1 The Selectmen have adopted this section for the expressed purpose of minimizing any potential burden upon the Town or its residents which may result from the lay out or acceptance of the highways or their use by members of the general public.

4.2 This section shall apply to all roads developed, built, and constructed in the Town of Alton, to include any existing highway for which Town ownership, maintenance or acceptance is applied for.

4.3 These standards consist of the established minimum acceptance criteria for roads constructed in the Town of Alton. However, nothing in this section shall be constructed to prevent any road developer or builder from employing construction techniques, materials, etc.... which exceed these minimum standards.

4.4 The minimum width of a right of way shall be a consistent fifty feet (50') rights of way shall be established by deed of title or easement.

4.5 Road intersections shall be ninety degrees (90°) whenever possible (measured from centerline to centerline). Under no circumstances shall an intersection be constructed at a horizontal curve angle of less than sixty degrees (60°). Intersection grades shall not exceed two percent (2%) for a distance of fifty feet (50') when measured from the edge of pavement to the centerline of the traveled way.

4.6 The limits of the right of way shall be delineated using permanent markers at all points of curvature, tangency or angle points located along the boundaries of the right of way. The Road Agent may also require additional markers as he/she may deem necessary. As-built locations to included maker elevations shall be shown on a plan or plat which is stamped by a licensed land surveyor.

4.7 Curve Radii along the limits of a right of way and traveled way at stress intersections shall be twenty-five feet (25'). Curve radii at all other locations shall conform to AASHTO design criteria. Sight distance at horizontal and vertical intersection locations shall also conform to AASHTO standards.

4.8 Road Grades shall not be less than on-half of one percent (0.5%) nor greater than eight percent (8%).

4.9 The Minimum design speed shall be thirty miles per hour (30) whenever possible, otherwise twenty-five per hour (25) maybe allowed under extenuating circumstances. A New Hampshire Registered Professional Engineer shall certify and specify the minimum design standard which has been met. Plans shall be stamped accordingly.

4.10 The recommended slope of earth or soil embankments shall be 4:1 (horizontal to vertical ratio). However, the maximum slope ratio shall be allowed at 2:1 upon certification by the New Hampshire Registered Professional Engineer of stable ledge being present or adequate reinforcements or detainments which have been designed and constructed in accordance with AASHTO design criteria.

4.11 Road shoulders shall be a minimum width of two feet (2') where no closed drainage and side walk exists and shall be located on both edges of the traveled way. Shoulder slopes shall match the traveled way (2%). Construction shall match roadway sub-surface requirements. Drop-offs beyond the edge of shoulder should be constructed at a 4:1 slope. All drop-offs beyond the shoulder or drainage swales which exceed a 3:1 slope must have guardrails installed. Drawings of road plans shall be submitted which depict cross-sections of typical shoulders and ditch lines.

4.12 Traveled way cross slopes typically be two percent (2%) or 1/4" per foot from the center line to the edge of pavement. Super elevations along horizontal curves shall conform to AASHTO standards.

4.13 All traveled way surfaces shall be constructed of bituminous pavement, to consist of a binder course (NHDOT) Type B) with a minimum compacted thickness of two inch (2") and a surface course (NHDOT Type E) with a minimum compacted thickness of one inch (1"). The minimum width of the traveled way (pavement) shall be twenty feet (20'). If the roadway is expected to carry more han400 vehicle per day, the Planning Board may require a wider traveled way and/or shoulders.

4.14 All Roadway sub-surfaces including the gravel shoulders, shall be constructed to consist of a bank run gravel bottom layer (NHDOT 304.2) with minimum compacted thickness of twelve inches (12") and crushed gravel (NHDOT 304.3) top layer with a minimum compacted thickness of six inches (6"). All materials shall meet NHDOT specifications. If the roadway is expected to carry more than 400 vehicles per day, the Planning Board may increase the thickness of the gravel and/or crushed gravel layers.
Any sub-surface running water shall be wither diverted outside of the traveled way or contained to prevent undermining of the road base. Drawings of road plans shall be submitted which depict cross-sections of typical road base and surface specifications.

4.15 All Wetland crossings shall be approved by the New Hampshire Wetlands Board or any similar State agency with jurisdiction prior to construction.

4.16 All Bridges shall be designed to withstand a minimum of H-20loading and shall conform to ASSHTO standards with a minimum travel width of twenty-four feet (24') and guardrails along the entire length of both sides to extend fifty feet (50') beyond the bridge in both directions whenever possible.

4.17 All guard rails shall be constructed of materials in accordance with NH DOT specifications, and at least one railing shall be installed at a height with a maximum rail elevation which is thirty inches (30") above the finish grade.

4.18 All surface water, whether natural flow or a result of surface run-off, which enters upon a right-of way shell be, divert from the traveled way by open ditches or closed drainage systems which have been designed by a New Hampshire Registered Professional Engineer. Culverts shall consist of pipes made of smooth bore polyethylene, ductile iron or reinforced concrete. All pipe connections shall be sealed in accordance with specifications as set forth by the manufacture. The minimum diameter shall be fifteen inches (15"). The minimum amount of cover shall be three feet (3'). Back fill shall be granular materials to be installed in accordance with the NHDOT specifications.

Permits shall be required for all natural flow water crossings form the NHDES- Wetlands Bureau as applicable. Deeded drainage easements shall be required for all water outlets onto private property. Location and sizes of all drainage devices shall be determined using standard hydraulic design methods based upon calculations for a twenty-five (25) year storm event.

Manhole and catch basin grates shall be designed to conform to surface grades and must be removable for maintenance and safe travel by bicycles. Additionally, all roads and drainage devices shall be constructed in such a manner as to ensure the maximum ground water level is a t least twenty-four inches (24") below the sub grade surface.

Access for a rubber tired backhoe shall be provided to all drainage structures to be maintained including detention ponds and outlets, culverts and swales. Access shall be via a 10-ft wide minimum grass access road, at a grade no steeper than 10% with an easement at least 20-ft wide granting access to the party required to maintain the features.

4.19 Erosion Shall be controlled at all times (but especially during construction) in accordance with the "Erosion and Sediment Control Design Handbook for developing areas in New Hampshire" prepared by the USDA Natural Resources Conservation Service (formerly the Soil Conservation Service). Drainage slopes which exceed a five percent (5%) grade shall require permanent erosion control mechanisms which have been designed by a New Hampshire Registered Professional engineer.

4.20 The Town require all designs and roadway plans to be stamped by a New Hampshire Registered Professional Engineer. The Road Agent or his/her designee shall then verify the plans meet theses minimum standards. Upon completion of construction, as-built plans shall also be required with a PE Stamp. The Road Agent od his/her designee shall then verify the as-built plans conform with existing site conditions.

4.21 All road plans shall also be submitted to the Police Chief and Fire Chief for an evaluation of safety factors. Each Chief shall identify hazards and indicate locations for signs, marking or other safety devices as they deem necessary. Upon completion of construction, each Chief shall verify in writing that all safety concerns have been addresses in an acceptable manner.

4.22 A minimum of five feet (5') wide sidewalk shall be required within a right-of-way, but located outside of the limits of the traveled way and drainage areas on each side of the road whenever a project is a proposed housing development if the planned density average is in excess of one dwelling per hundred feet of road frontage and there are a total of more than twenty –five (25) dwellings which abut the proposed roadway. Sidewalk construction shall require a minimum subsurface base of twelve inches of crushed gravel (NHDOT 304.)
Surface materials shall be either two inches (2") compacted bituminous pavement (NHDOT Type F) or six inches (6") thick reinforced concrete. All materials shall conform to NHDOT specifications. Sidewalk designs shall conform to standards set forth infer the Americas with Disabilities Act and shall include provisions for snow removal operations which are satisfactory to the Road Agent.

4.23 All utility devices shall be installed within the right-of-way but, at least six feet (6') beyond the edge of the traveled way and drainage areas. All poles, conduits, and pipes shall require deeded easements to describe their exact locations.

4.24 Dead end roads shall not be permitting to exceed two thousand five hundred feet (2,500') in length to a single point of access. This distance shall be measured from the end of the terminus to the nearest intersection with a dual egress street. All dead end roads shall be constructed with a minimum pavement width of twenty feet (20') in their entirety. Terminus shall be either a cul-de-sac with a minimum travel way radius of forty feet (40') or a hammerhead with a minimum travel way radius of sixty-two feet (62').

4.25 All testing shall be completed by a qualified third party, paid for by the applicant. Testing for gradation for all materials used in roadway, sidewalk and drainage construction shall be tested at a frequency of every 500-cubic yards. Data from a minimum of (2) samples shall be submitted prior to delivery. Materials not meeting the gradation requirements shall not be placed on the road, all tests results shall be submitted to the Alton Road Agent or his/her appointed designee.

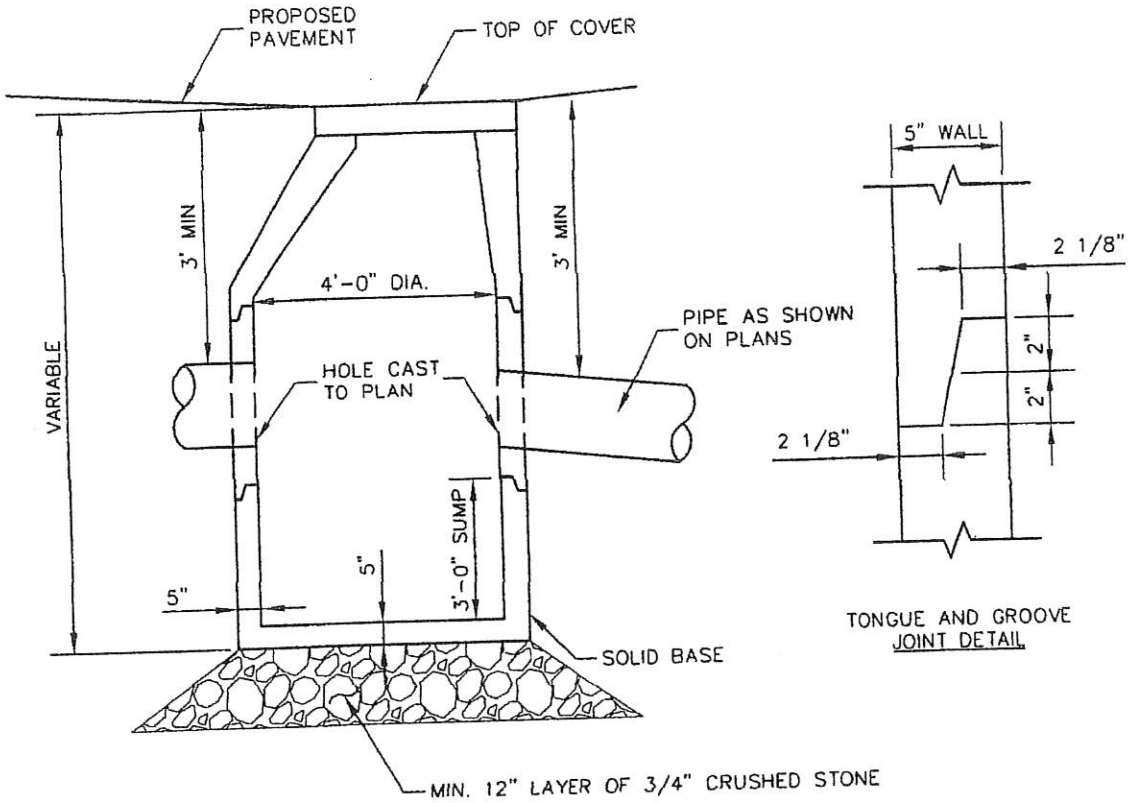
4.26 Driveways shall be constructed to ensure the structural integrity of the edge of pavement is maintained to provide for drainage which will prevent water runoff from entering upon the traveled way. Every dwelling and lot must be provided with a means of access which is located solely on that property. All connections to existing Town Highways shall conform with the provisions of Section 7.

4.27 The Selectmen shall approve all street names giving die consideration to the request of the builder, developer or residents. The Selectmen shall not approve any name which already exists or which in their opinion may be so similar to an existing name confusion during an emergency response situation.

4.28 The Code Official for the Town of Alton shall provide all dwellings with an address prior to a certificate of Occupancy Permit being issued. Address numbers are to be displayed in a visible location and in accordance with written Town Address Regulations.

4.29 Nothing in these Policies and Regulations shall be constructed to limit the ability of the Planning Board to allow construction of a road which does not meet the minimum road standards for small-scale subdivisions, accordance with Planning Board regulations. However, it must be expressly understood that such roads shall not be eligible to become Town owned roads or Town maintained until such time as the road does meet the minimum road standards which are in effect at the time a highway layout or street acceptance is applied for. The Selectmen strongly recommend that the Planning Board have this condition noted and stamped on approved plans whenever such allowance is granted.

4.30 Construction of roads, sidewalks, and drainage features shall conform to the details provided in the Appendices of these Policies and Regulations. These details shall be included in the plan sets as applicable.



NOTES:

1) HORIZONTAL JOINTS BETWEEN SECTIONS OF PRECAST CONCRETE BARRELS SHALL BE OF A TYPE APPROVED BY THE ENGINEER, WHICH SHALL, IN GENERAL, DEPEND ON WATER TIGHTNESS UPON AN ELASTOMERIC OR MASTIC-LIKE GASKET.

2) PIPE TO MANHOLE JOINTS SHALL BE ONLY AS APPROVED BY THE ENGINEER AND IN GENERAL WILL DEPEND ON WATER TIGHTNESS UPON EITHER AN APPROVED NON-SHRINKING MORTAR OR ELASTOMERIC SEALANT.

3) FOR BITUMASTIC TYPE JOINTS, THE AMOUNT OF SEALANT SHALL BE SUFFICIENT TO FILL AT LEAST 75% OF THE JOINT CAVITY. APPROVED BITUMASTIC SEALANTS INCLUDE RAM-NEK, KENT SEAL NO. 2, EZ OR EQUAL.

4) ALL STRUCTURES SHALL MEET H-20 LOADING.

5) THE TONGUE OR THE GROOVE OF THE JOINT OF THE WALL. SHALL CONTAIN ONE LINE OF CIRCUMFERENTIAL REINFORCEMENT EQUAL TO 0.12 SQ.IN. PER LINEAR FOOT.

6) ECCENTRIC CONES SHALL BE USED WHEN DEPTH TO CROWN OF SHALLOWEST PIPE EXCEEDS 30". RISERS OF 12", 3' AND 4' CAN BE USED TO REACH THE DESIRED DEPTH.

7) CATCH BASIN GRATES TO BE NHDOT TYPE B CAST IRON

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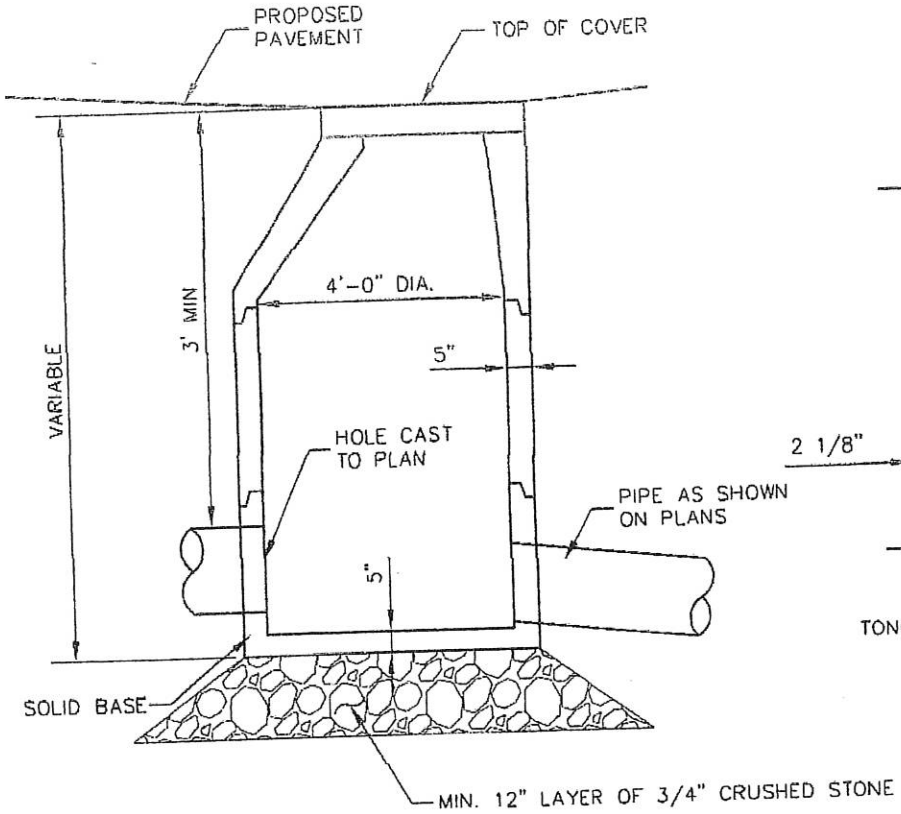
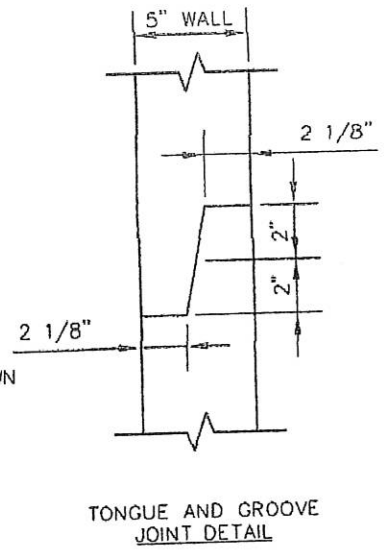
Figure 1:
Catch Basin
Town of Alton, NH
Standard Details

Not to Scale

FEBRUARY 5th 2007





TONGUE AND GROOVE JOINT DETAIL

NOTES:

t) HORIZONTAL JOINTS BETWEEN SECTIONS OF PRECAST CONCRETE BARRELS SHALL BE OF A TYPE APPROVED BY THE ENGINEER, WHICH SHALL, IN GENERAL, DEPEND ON WATER TIGHTNESS UPON AN ELASTOMERIC OR MASTIC-LIKE GASKET.

2) PIPE TO MANHOLE JOINTS SHALL BE ONLY AS APPROVED BY THE ENGINEER AND IN GENERAL WILL DEPEND ON WATER TIGHTNESS UPON EITHER AN APPROVED NON-SHRINKING MORTAR OR ELASTOMERIC SEALANT.

3) FOR BITUMASTIC TYPE JOINTS, THE AMOUNT OF SEALANT SHALL BE SUFFICIENT TO FILL AT LEAST 75% OF THE JOINT CAVITY. APPROVED BITUMASTIC SEALANTS INCLUDE RAM-NEK, KENT SEAL NO. 2, EZ OR EQUAL.

4) ALL STRUCTURES SHALL MEET H-20 LOADING.

5) THE TONGUE OR THE GROOVE OF THE JOINT OF THE WALL. SHALL CONTAIN ONE LINE OF CIRCUMFERENTIAL REINFORCEMENT EQUAL TO 0.12 SO.IN, PER LINEAR FOOT.

6) ECCENTRIC CONES SHALL BE USED WHEN DEPTH TO CROWN OF SHALLOWEST PIPE EXCEEDS 30". RISERS OF 12", 3' AND 4' CAN BE USED TO REACH THE DESIRED DEPTH.

7) DRAIN MANHOLE COVERS SHALL BE CONSTRUCTED OF CAST IRON & LABELED "DRAIN"

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Figure 2:
Stormwater Manhole
Town of Alton, NH
Standard Details

Not to Scale

FEBRUARY 5th 2007

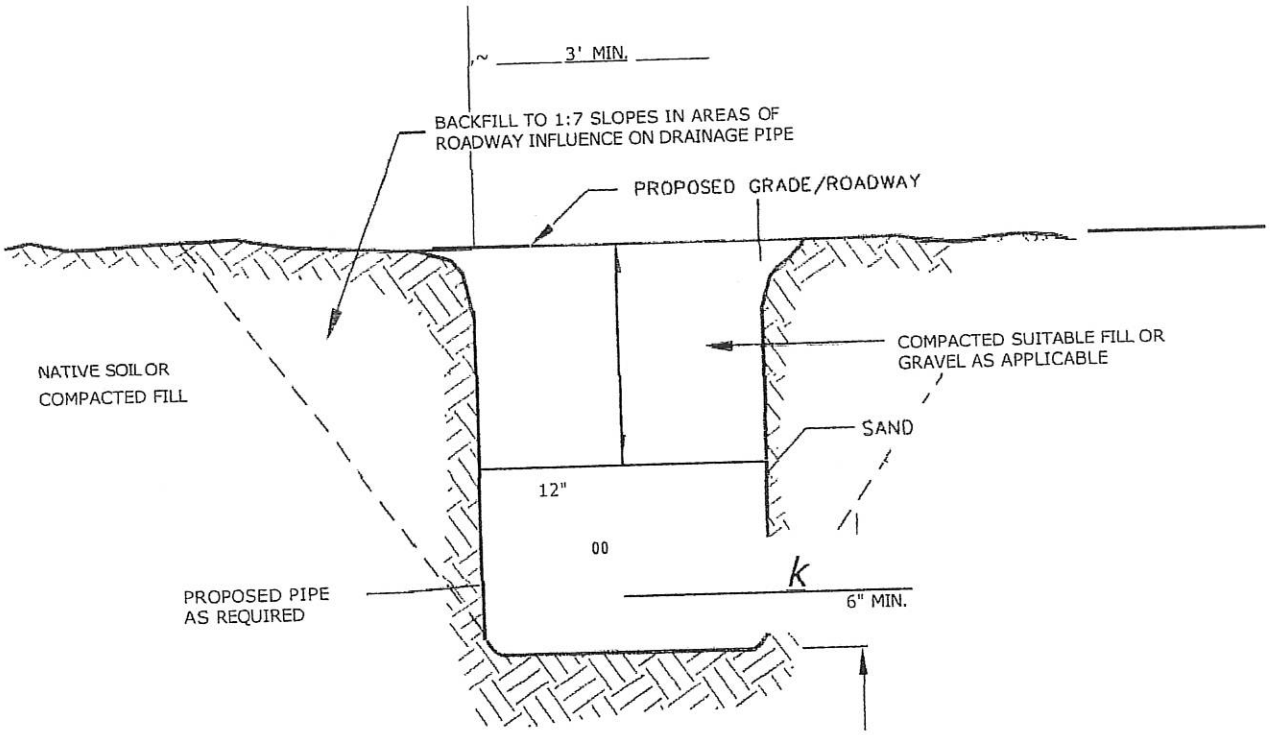

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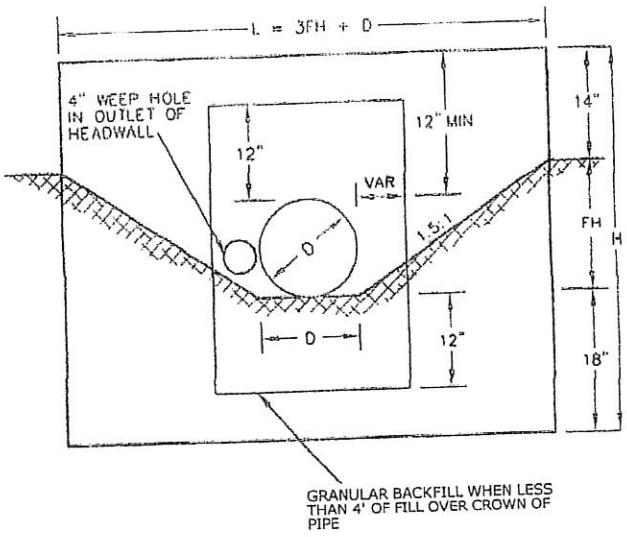
Figure 3:
Drainage Pipe Bedding
Town of Alton, NH
Standard Details

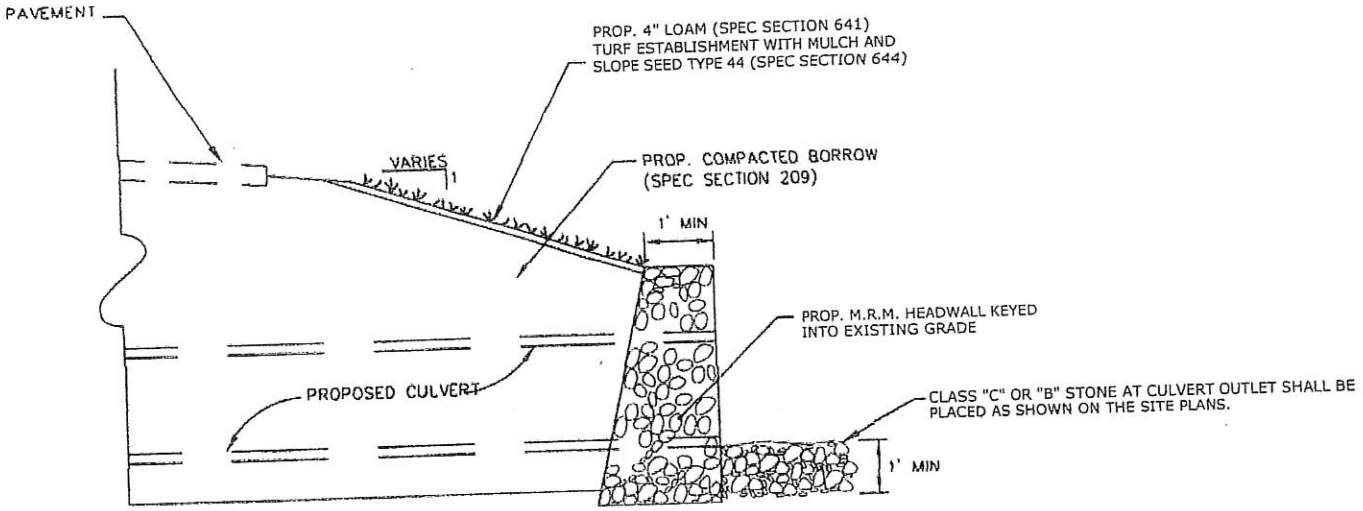
Not to Scale

FEBRUARY 5th 2007



Elevation View

DIAMETER D INCHES	HEADWALL LENGTH L	HEADWALL HEIGHT H	FILL HEIGHT FH	WIDTH AT BOTTOM W
15	4'-6"	3'-9"	t'-t"	2'-0"
18	5'-6"	4'-0"	1'-4"	2'-0"
24	7'-6"	4'-6"	t'-70"	2'-2"
30	9'-6"	5'-0"	2'-a"	2'-3"
36			"2- 10" ~	2'-S"



NOTE:
ALL CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO THE STATE OF N.H. DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION. -LATEST EDITION AND ADOENOUMS UNLESS OTHERWISE SPECIFIED.

Section View

ALTON HIGHWAY DEPARTMENT
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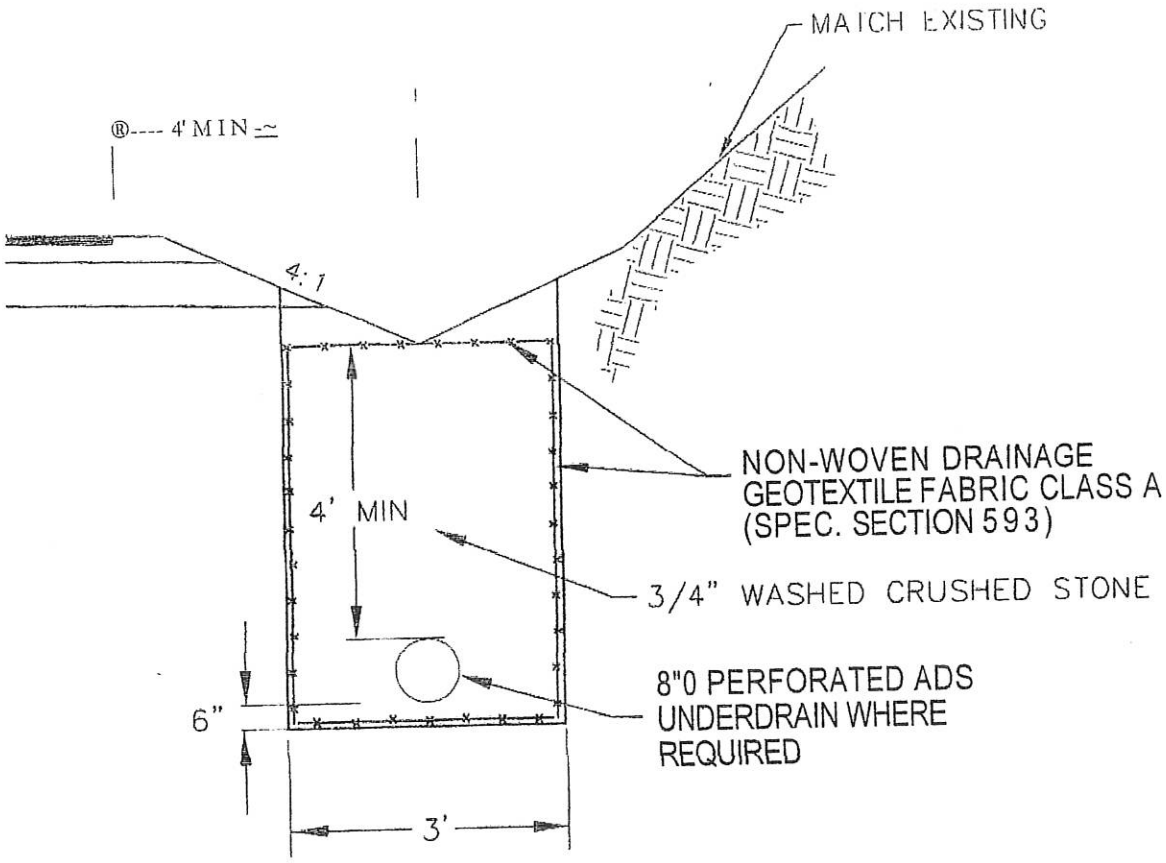
Figure 4:
Headwall
Town of Alton, NH
Standard Details

Not to Scale

FEBRUARY 5th 2007



NOTE:

1) GRADING FOR UNDERDRAIN PIPE SHALL BE PARALLEL TO GRADE OF THE ROAD.

2) UNDERDRAIN OUTLET SHALL ENTER A CATCH BASIN OR BE PROTECTED BY A MASONRY RUBBLE HEADWALL. WHEN ENTERING A HEADWALL, LAST 10-LF SHALL BE SOLID UNDERDRAIN.

3) UNDERDRAIN CROSSING THE ROAD SHALL BE SOLID.

4) UNDERDRAIN FLUSHING BASINS SHALL BE INSTALLED AT THE END OF RUNS AND APPROXIMATELY EVERY 300'.

5) TOP OF UNDERDRAIN PIPE SHALL BE BURIED A MINIMUM OF 4[1].

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Figure 5:
Underdrain
Town of Alton, NH
Standard Details

Not to Scale

FEBRUARY 5th 2007

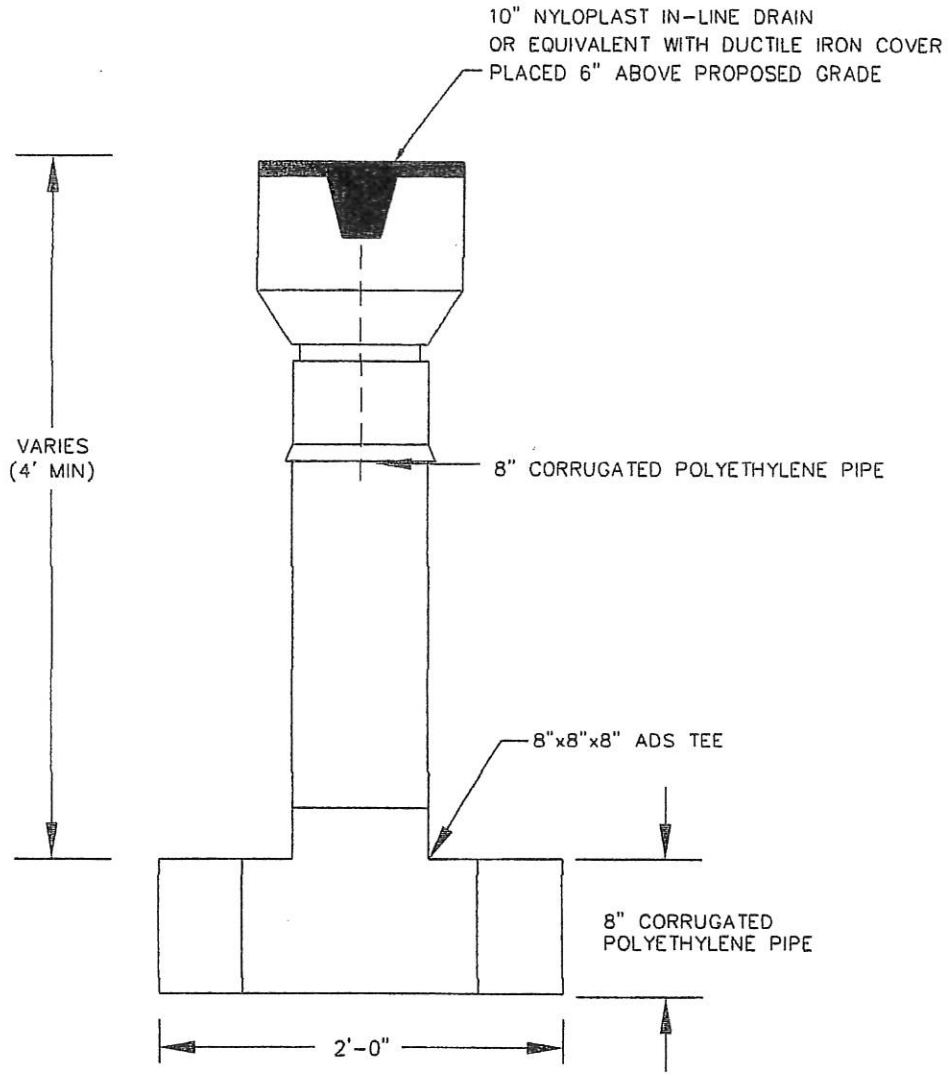

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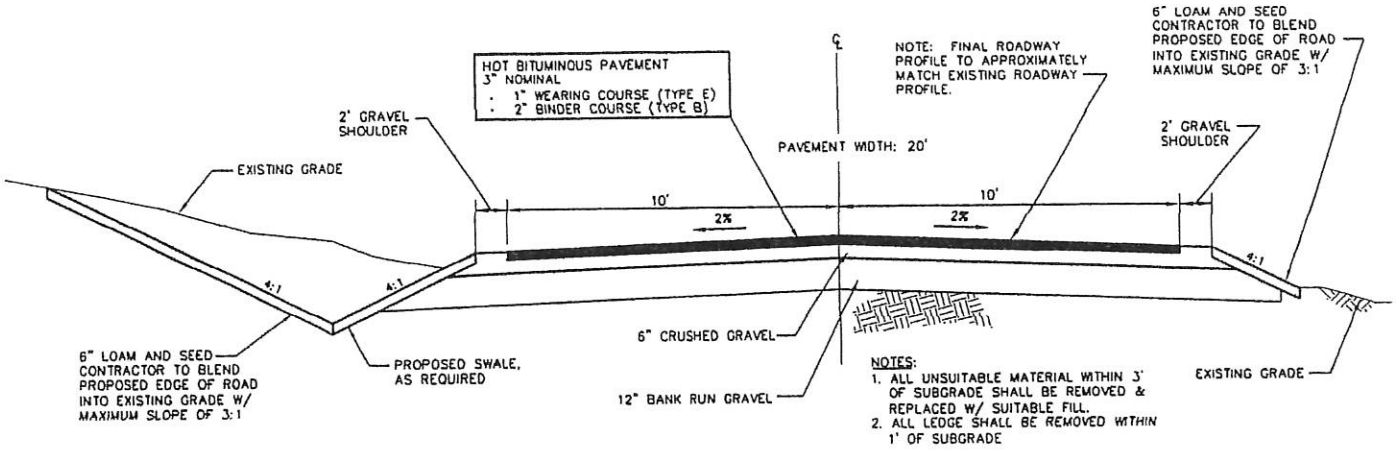
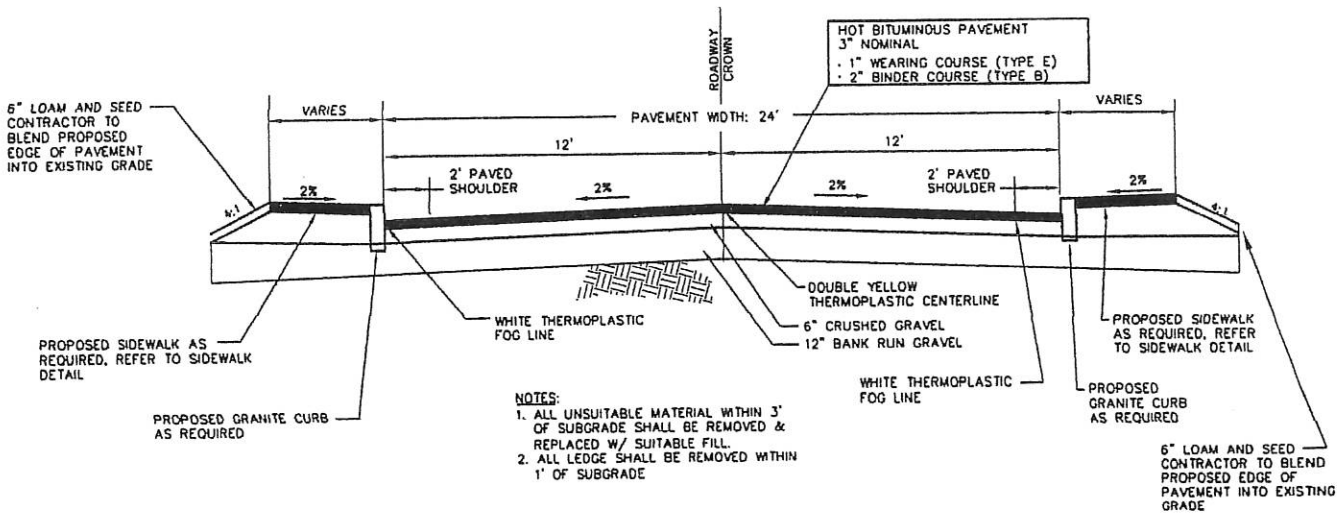
Figure 6:
Underdrain Flushing Basin
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



Roadway Section (Open Drainage)



Roadway Section (Sidewalk and Closed Drainage)

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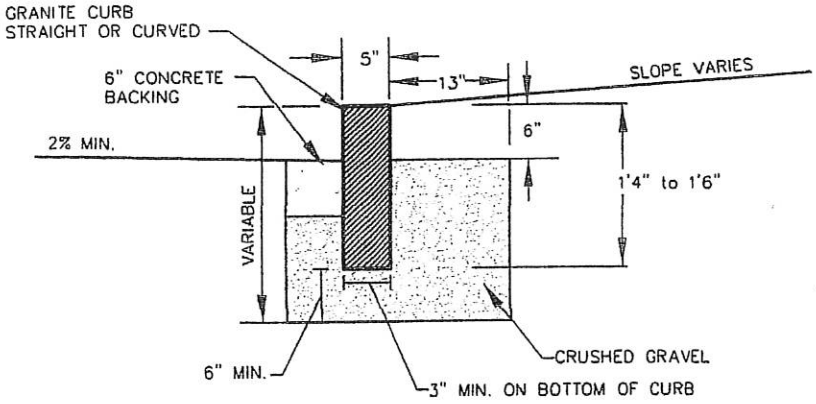
Figure 7:
Standard Roadway Cross Sectior
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scal

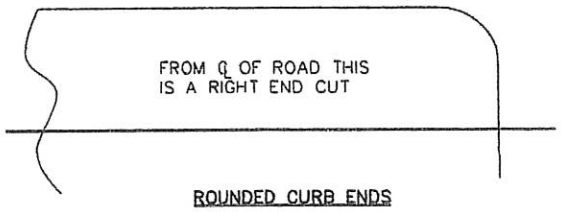


SECTION

NOTE:
1. CURB ENDS TO BE ROUNDED AND BATTERED FACES TO BE CUT WHEN CALLED FOR ON THE PLANS, SUBSIDIARY.

2. ADJOINING STONES SHALL HAVE THE SAME OR APPROXIMATELY THE SAME LENGTH.

MINIMUM LENGTH OF CURB STONES – 3'
MAXIMUM LENGTH OF CURB STONES – 10'
MAXIMUM LENGTH OF STRAIGHT CURB STONES LAID ON CURVES – SEE CHART



ROUNDED CURB ENDS

RADIUS	MAX. LENGTH
21'	3'
22' – 28'	4'
29' – 35'	5'
36' – 42'	6'
43' – 49'	7'
50' – 56'	8'
57' – 60'	9'
OVER 60'	10'

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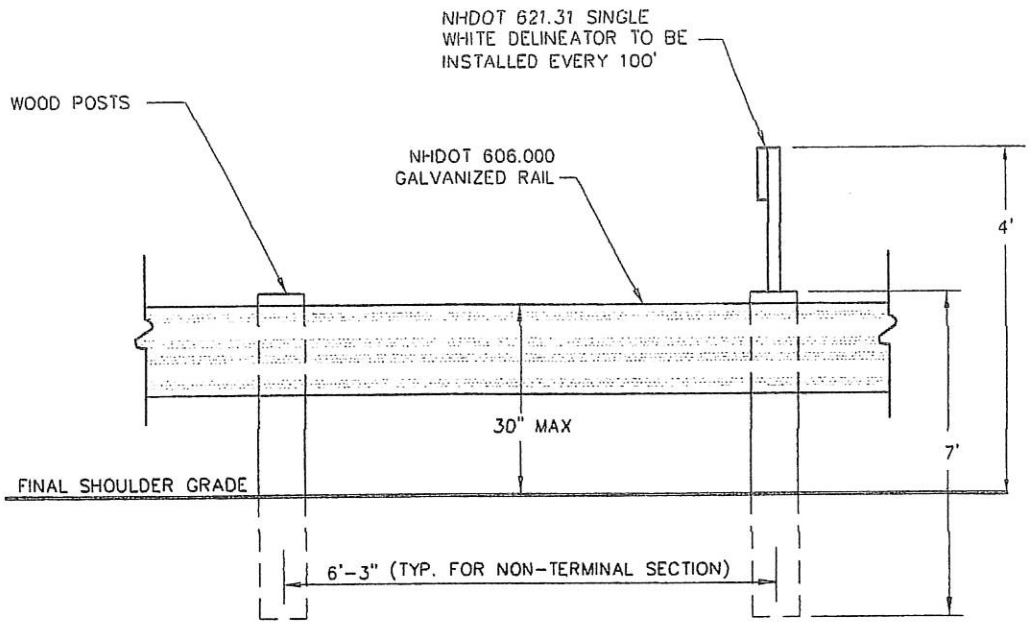
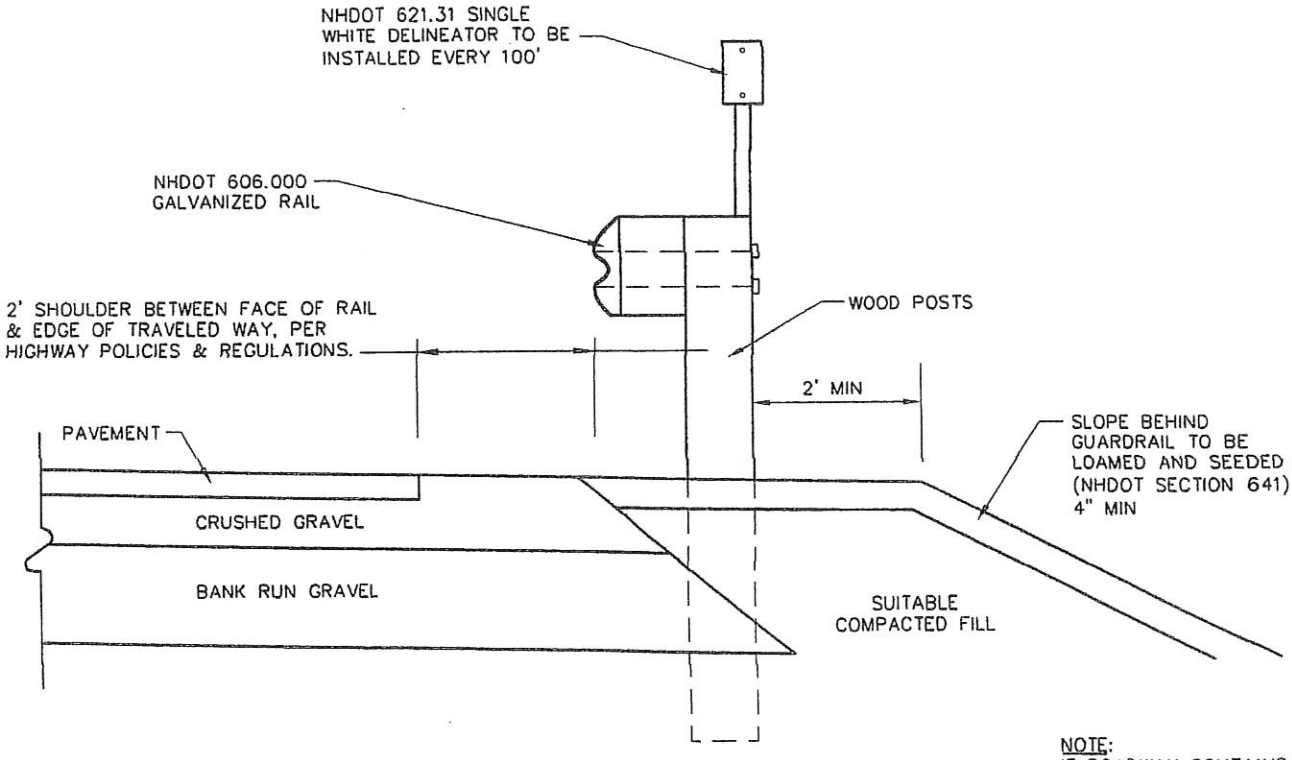
Figure 8:
Curb
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale





NOTE:
IF ROADWAY CONTAINS
CURB, GUARDRAIL FACE
TO MATCH CURB FACE

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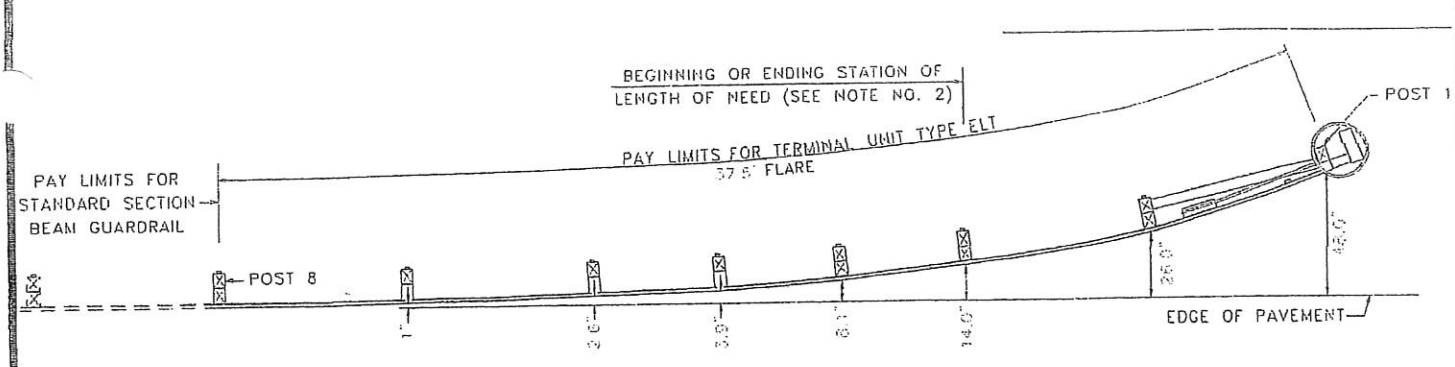
Figure 9: Guardrail

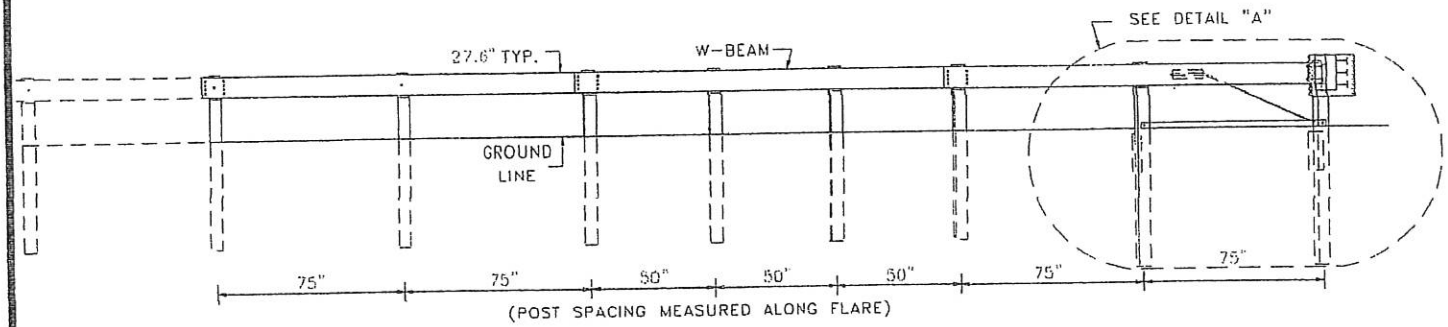
Town of Alton, NH Standard Details

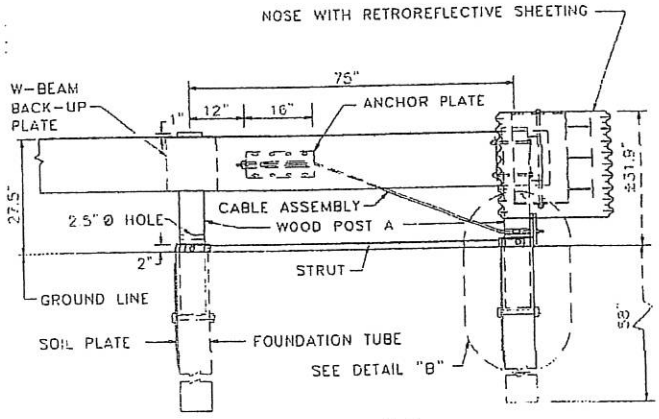
FEBRUARY 5th 2007

Not to Scale



PLAN





DETAIL "A"

GENERAL NOTES

1. THE CORRECT ASSEMBLY AND INSTALLATION OF THIS TERMINAL UNIT, INCLUDING THE LAYOUT OF THE 37.5' FLARE, IS IMPORTANT TO *ITS PROPER PERFORMANCE*
2. THE LENGTH OF NEED IS THE TOTAL LENGTH OF A LONGITUDINAL BARRIER NEEDED TO SHIELD AN AREA OF CONCERN. TO DETERMINE THE LENGTH OF NEED, REFER TO THE *ROADSIDE DESIGN GUIDE* – AASHTO, 1996.
3. THE AREA OUTSIDE AND DOWNSTREAM OF THE FIRST 12.5' (BREAKAWAY NOSE SECTION) OF THE ELT SHOULD BE REASONABLY TRAVERSABLE AND FREE OF FIXED-OBJECT HAZARDS TO THE EXTENT PRACTICAL. IF A CLEAR RUNOUT IS NOT ATTAINABLE, THIS AREA SHOULD AT LEAST BE SIMILAR IN CHARACTER TO UPSTREAM, UNSHIELDED ROADSIDE AREAS.
4. SEE NHDOT STANDARDS NO. GR-3B & GR-3C FOR ELT HARDWARE DETAILS. SEE STANDARD NO. GR-1 FOR ADDITIONAL DETAILS OF COMMON HARDWARE.
5. THIS TERMINAL SHALL BE INSTALLED USING THREE 150" LONG STRAIGHT SECTIONS OF W-BEAM RAIL THAT ARE FORCED AGAINST THE POSTS. SHOP-CURVED SECTIONS SHALL NOT BE USED. (THE SECOND SENTENCE OF 606.2.4.2 DOES NOT APPLY.)

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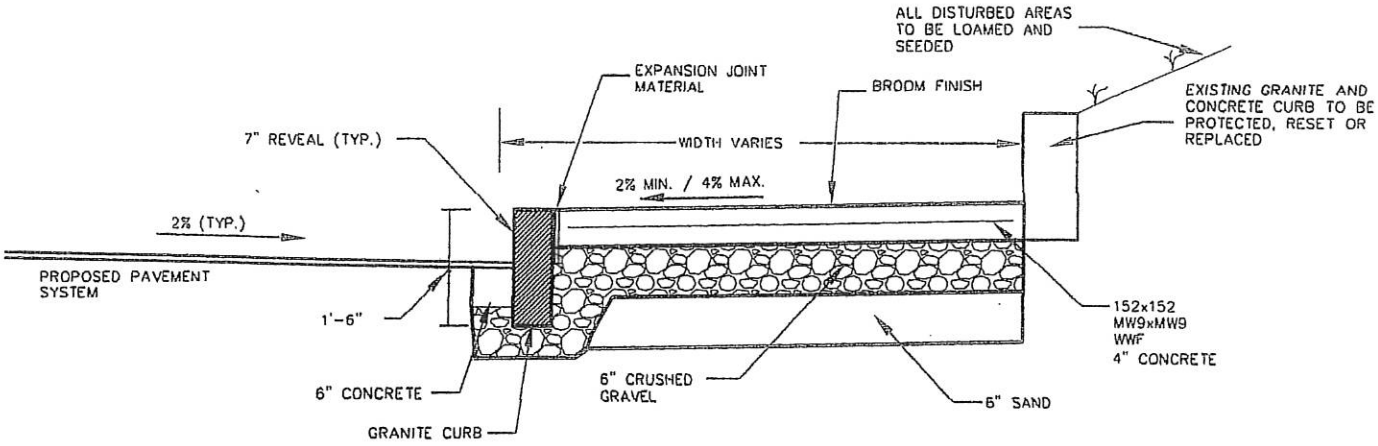
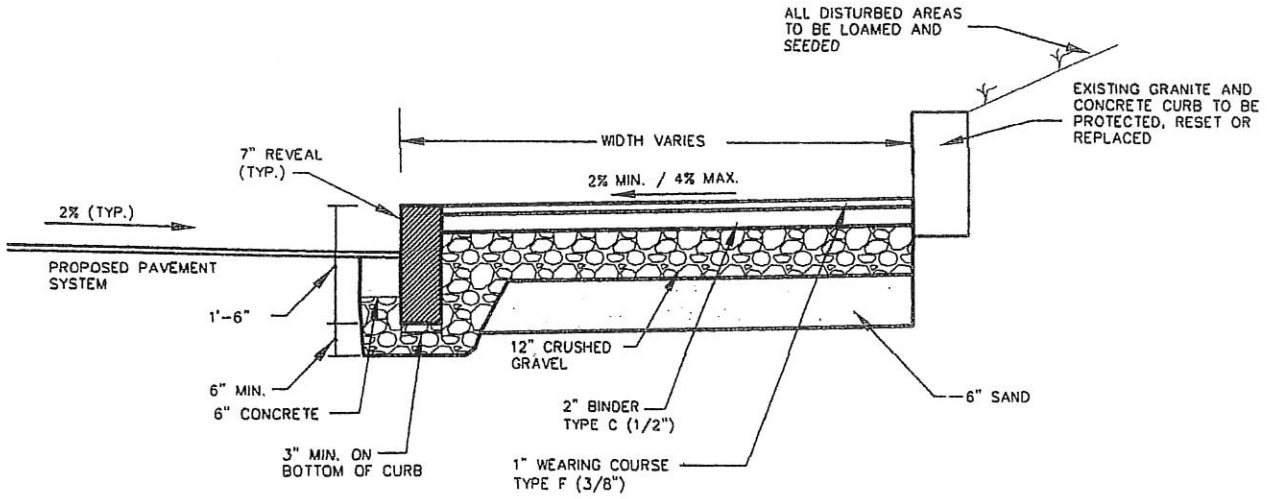
Figure 10:
Guardrail End Section
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



Typical Concrete Sidewalk/Granite Curb



Typical Bituminous Sidewalk/Granite Curb

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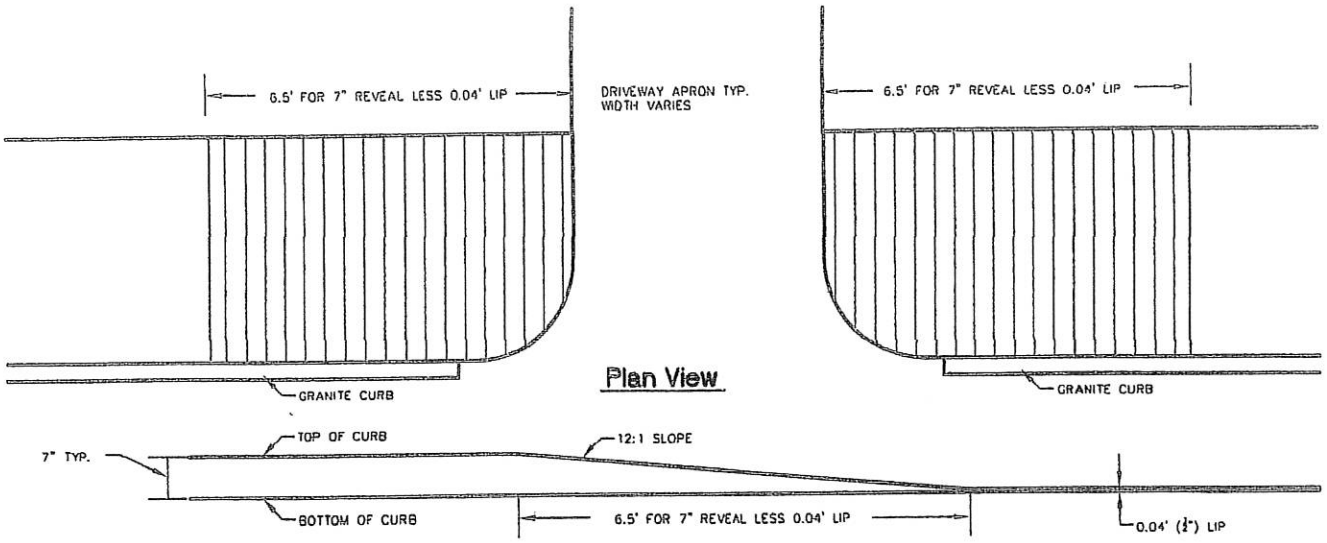
Figure 11:
Sidewalk
Town of Alton, NH
Standard Details

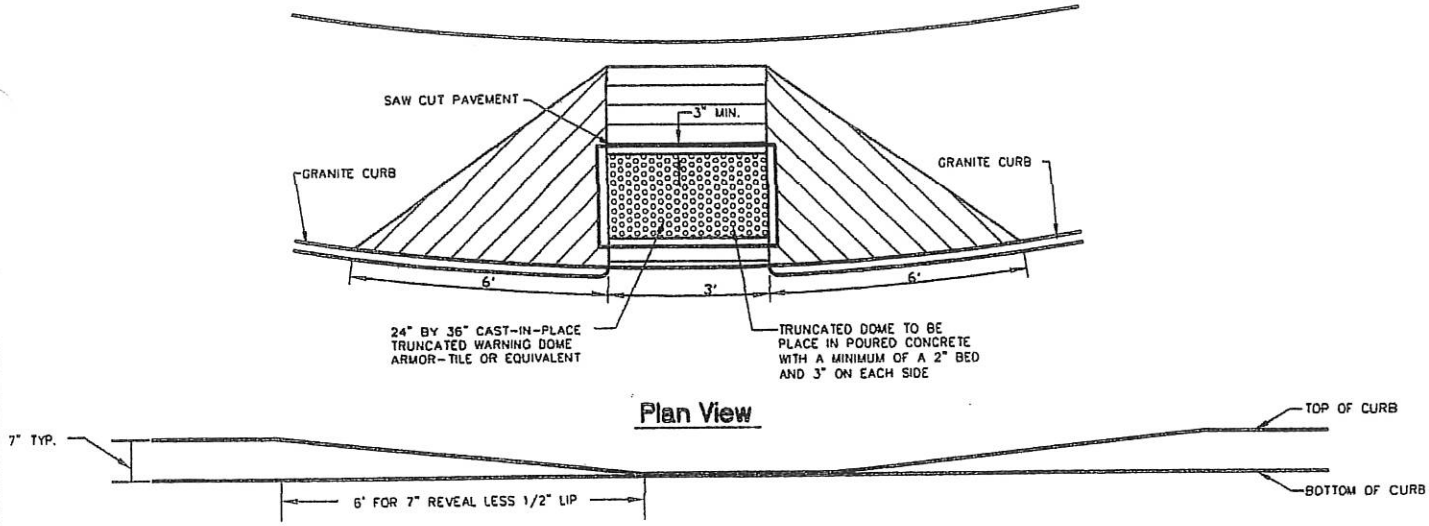
FEBRUARY 5th 2007

Not to Scale



NOTE:
SIDEWALK TRANSITION RAMPS SHALL BE CONSTRUCTED AT THE INTERSECTIONS OF ALL DRIVEWAY APRONS AS WELL AS AT THE ENDS OF PROPOSED SIDEWALKS.

Sidewalk/Curb Transition Ramp



NOTE:
HANDICAP ACCESS RAMPS SHALL BE CONSTRUCTED AT ALL SIDEWALK RADII AROUND ROADWAY INTERSECTION CORNERS, AND AT ALL CROSSWALKS.

Typical Handicap Access at Sidewalk Radius

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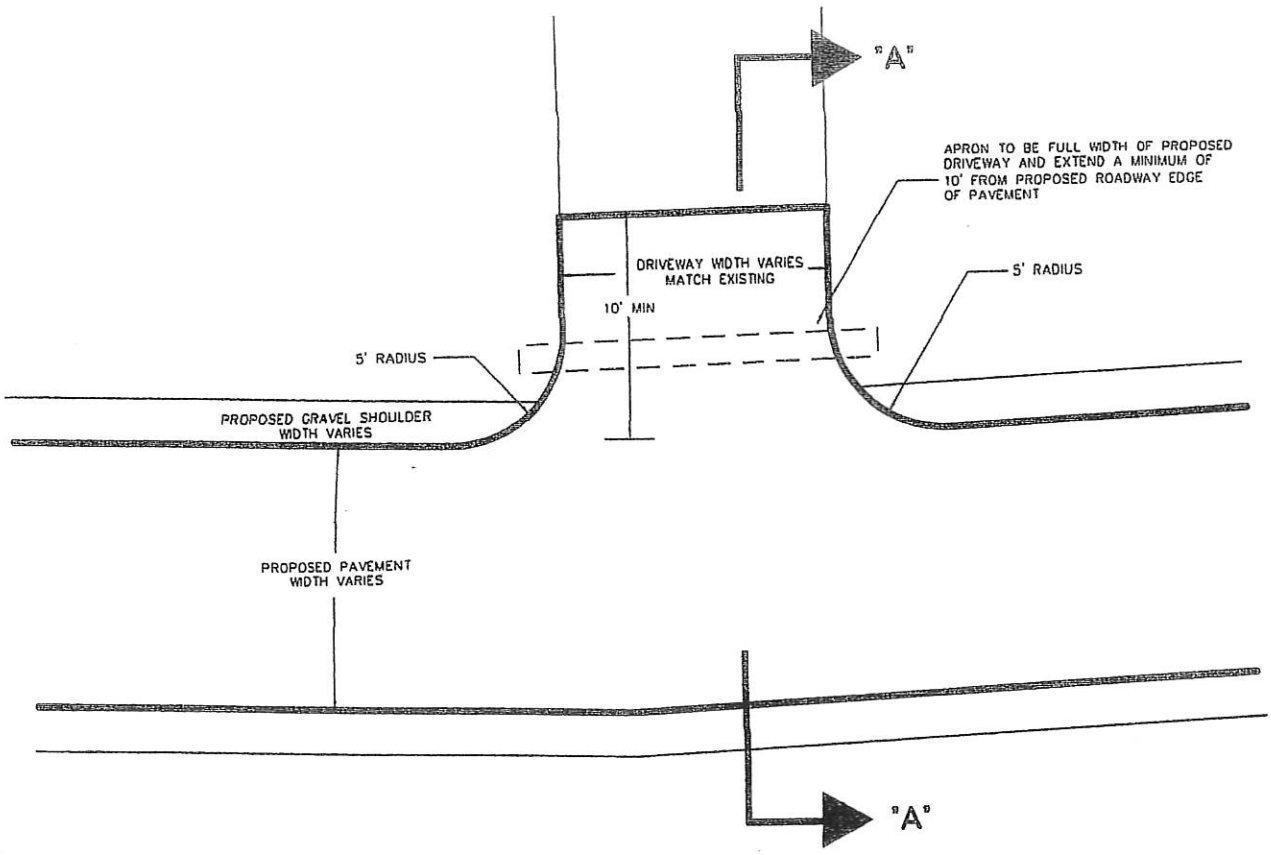
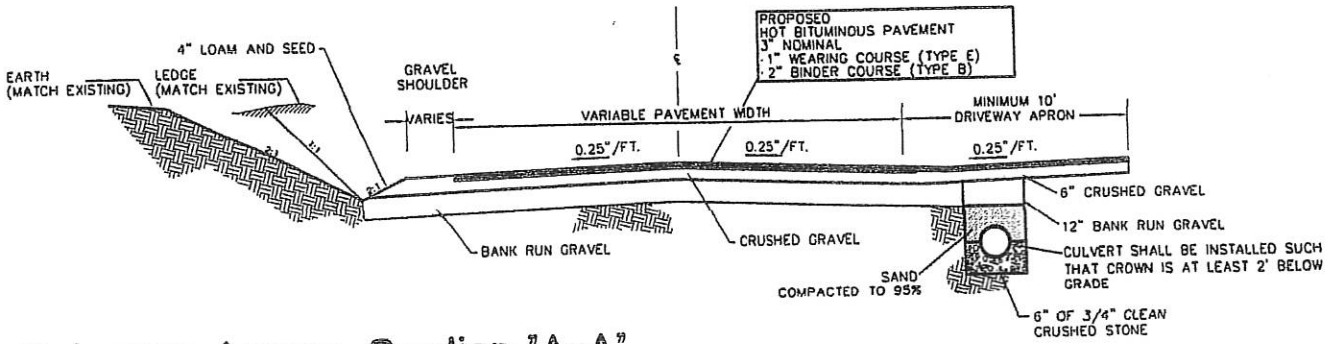
Figure 12:
Sidewalk Handicap Access
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



Typical Driveway Apron



Driveway Apron: Section "A-A"

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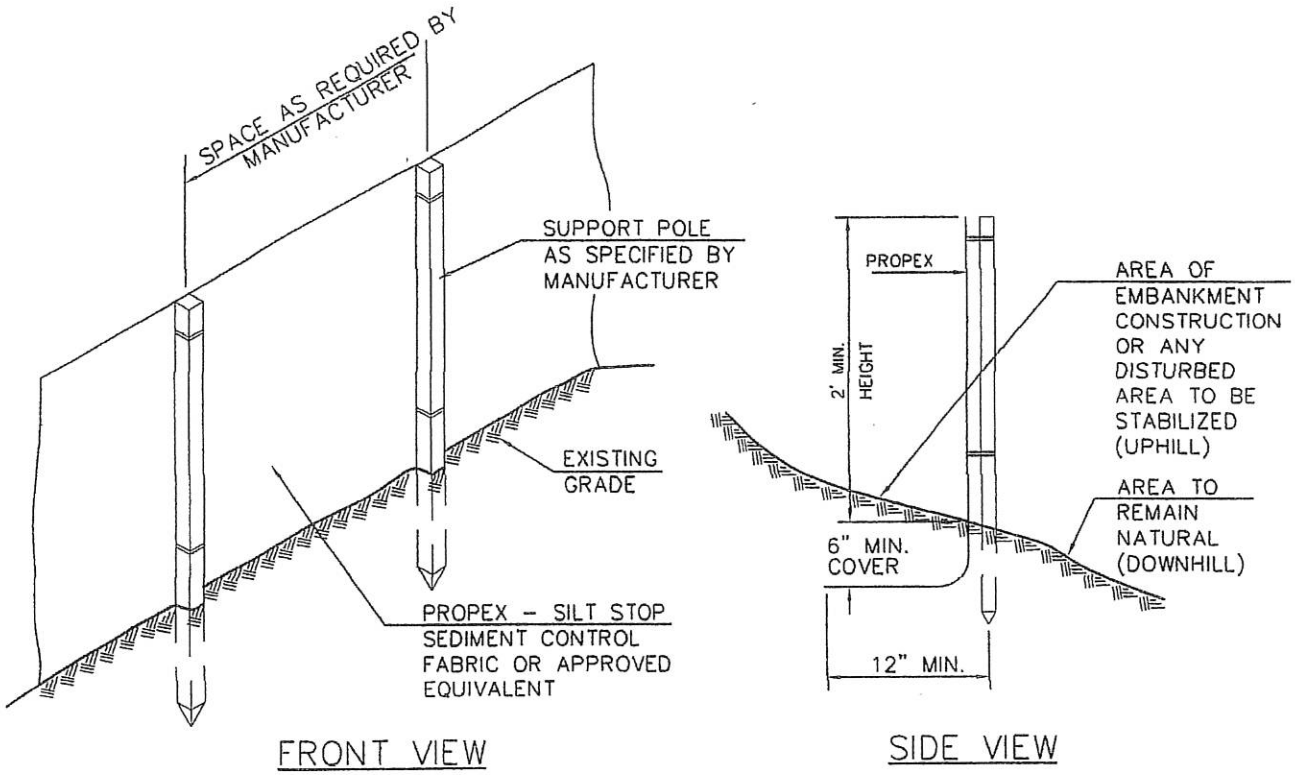
Figure 13:
Driveway Apron
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



NOTE:
AT A MINIMUM, SILT FENCE IS TO BE INSTALLED TO PROTECT WETLAND AREAS, WATERWAYS, EXISTING AND PROPOSED DRAINAGE FEATURES, SLOPES, LAWNS AND PLANTINGS ADJACENT TO THE WORK.

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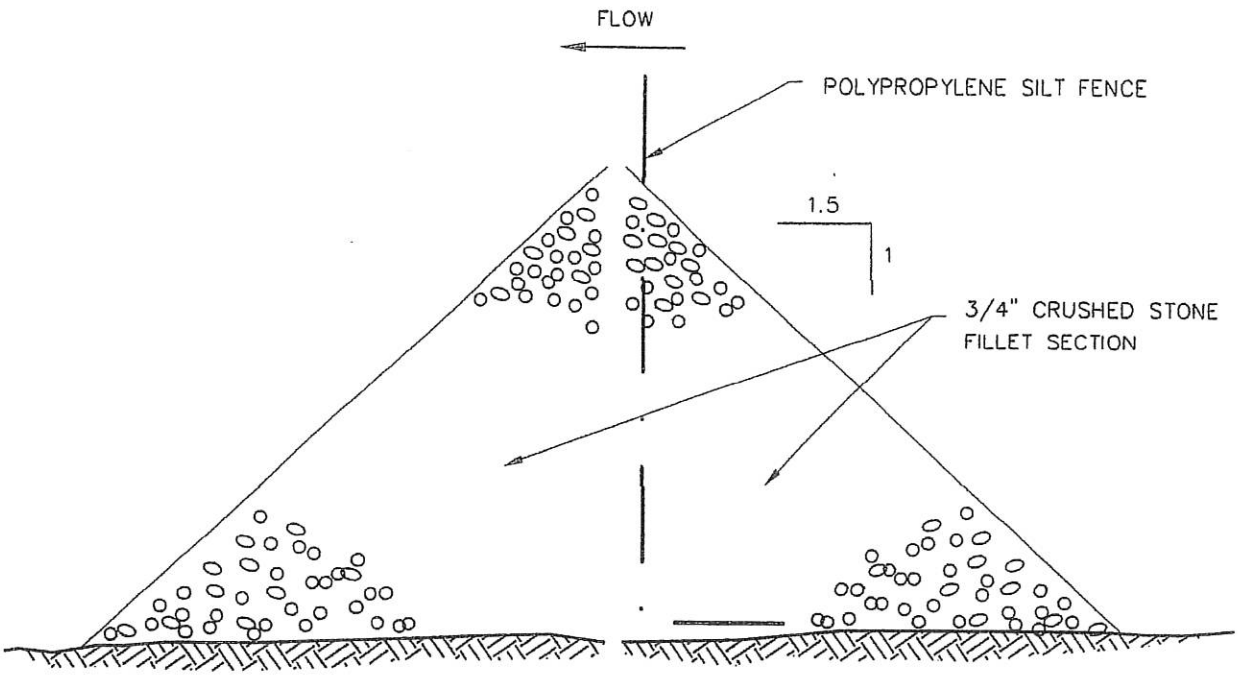
Figure 14:
Silt Fence
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



1. PLACE CONTINUOUS LENGTH OF SILT FENCE ACROSS DRAINAGE WAY.
2. PLACE 3/4" CRUSHED STONE TO WITHIN 6" OF TOP OF SILT FENCE FABRIC ACROSS DRAINAGE WAY.
3. FOR ACTIVE DRAINAGE OUTFLOW CHECK DAMS SHALL BE PLACED IN SERIES ALONG FLOW LINE TO RETAIN SEDIMENTS.

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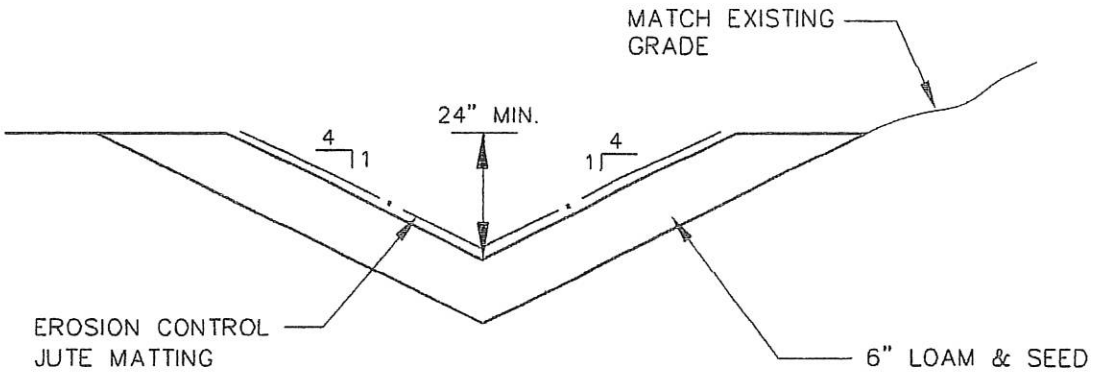
Figure 15:
Stone Check Dam
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



Grass Lined Swale

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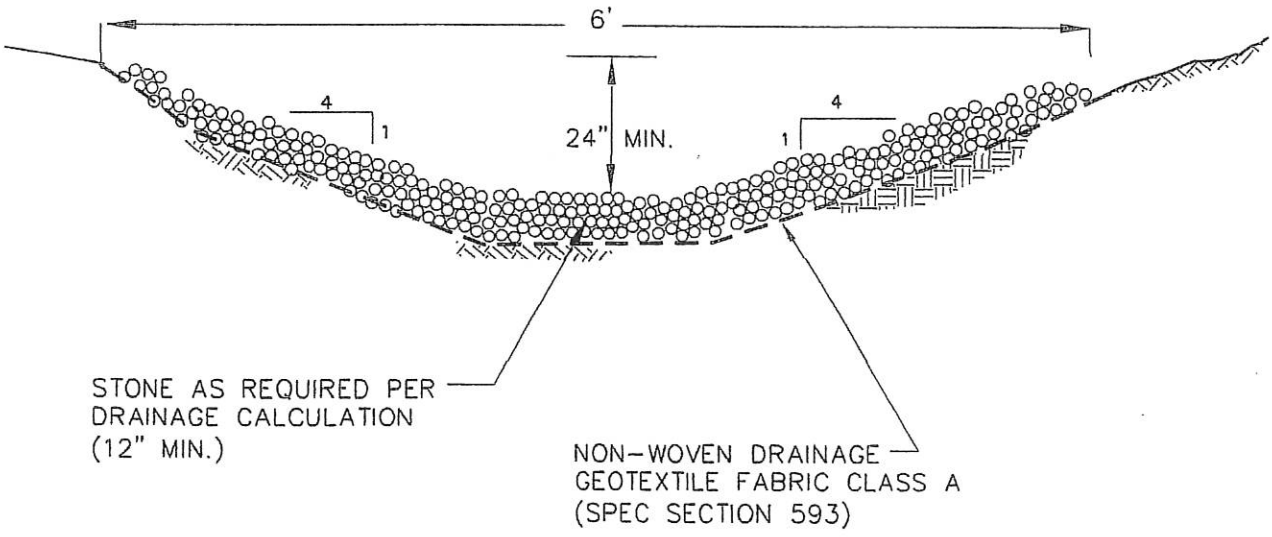
E-mail: altonhighway@metrocast.net

Figure 16:
Grass Lined Swale
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



Stone Lined Swale

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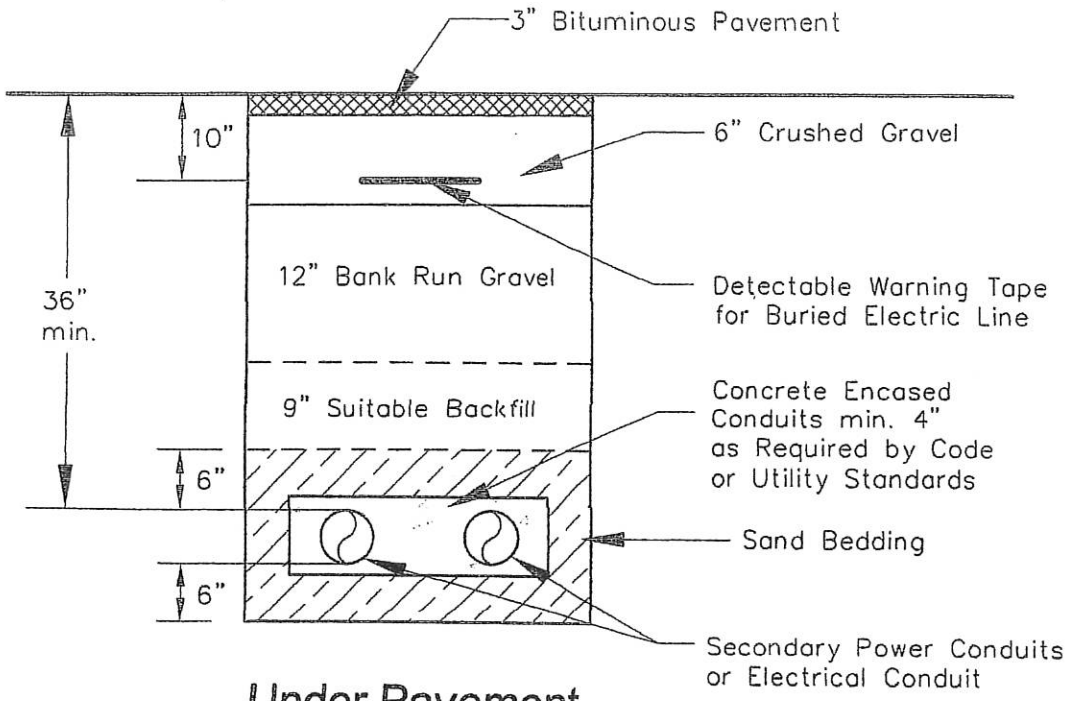
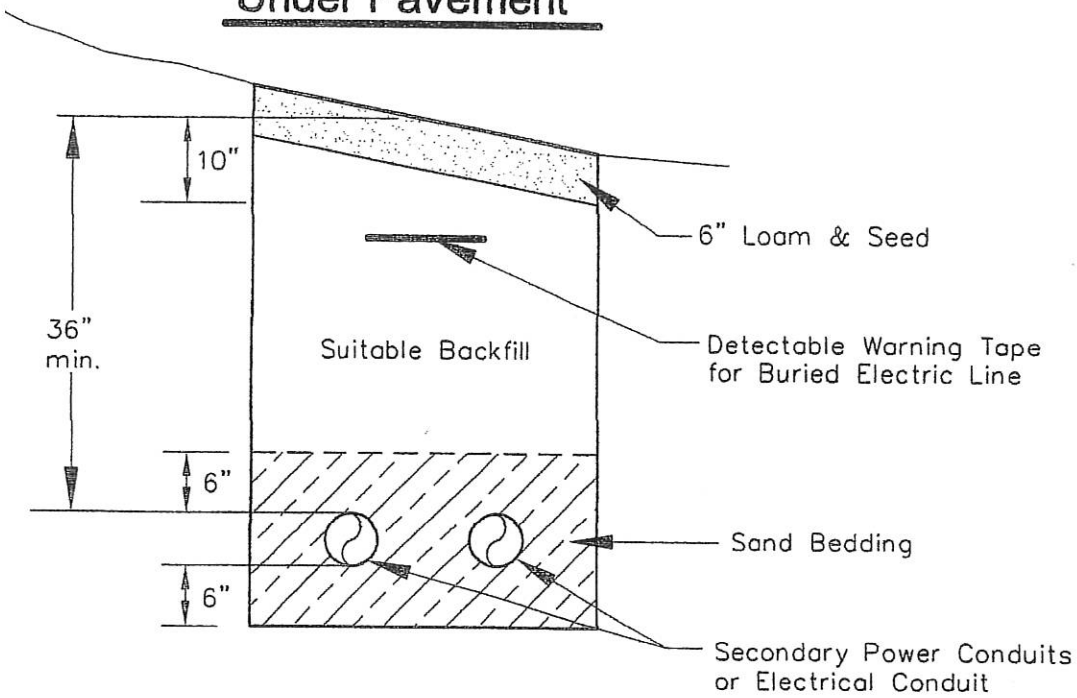
Figure 17:
Stone Lined Swale
Town of Alton, NH
Standard Details

FEBRUARY 5th 2007

Not to Scale



Under Pavement



Outside of Pavement

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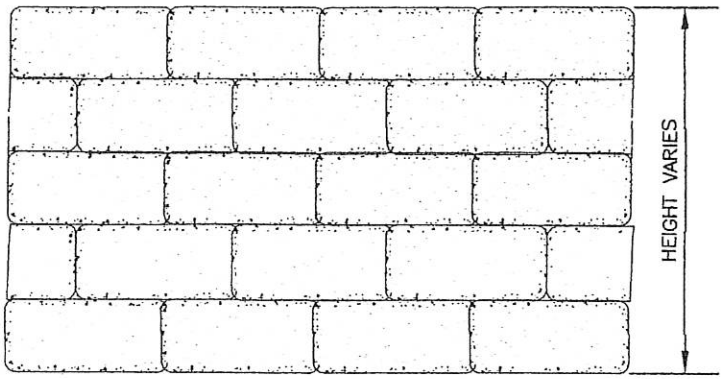
Figure 18: Electrical Trench

Town of Alton, NH Standard Details

FEBRUARY 5th 2007

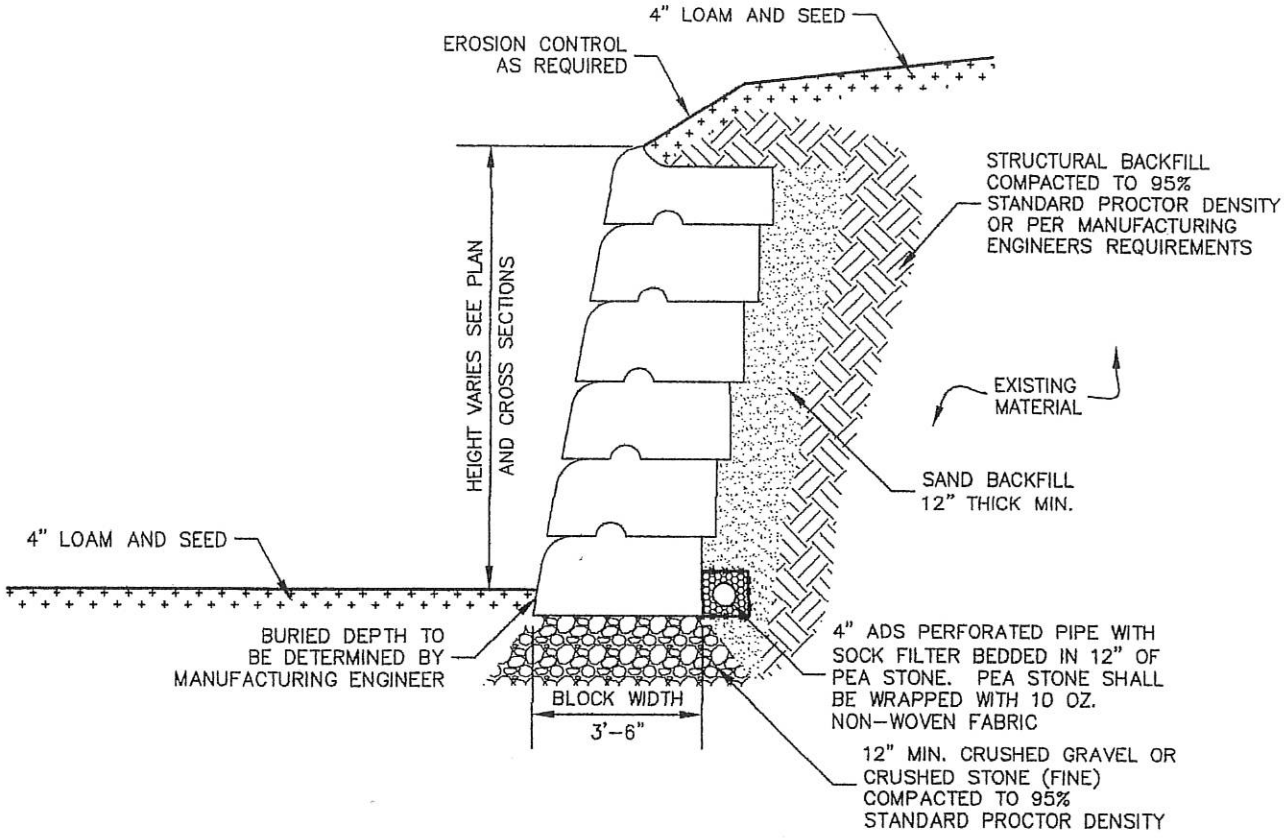
Not to Scale



Elevation View

NOTES:

1. RETAINING WALLS UP TO TWO FEET HIGH SHALL BE CONSTRUCTED OF MORTARED MASONRY RUBBLE AND CONSTRUCTED IN A SIMILIAR FASHION AS DETAIL 4: MASONRY RUBBLE HEADWALL.
2. RETAINING WALLS GREATER THAN TWO FEET HIGH SHALL BE CONSTRUCTED WITH REDI-ROCK STANDARD CONCRETE BLOCKS WITH A SPLIT LIMESTONE FACE OR ENGINEER'S APPROVED EQUIVALENT. APPLICANT TO PROVIDE DESIGN DRAWINGS AND CALCULATIONS FOR PROPOSED PRECAST RETAINING WALL STAMPED BY A NEW HAMPSHIRE LICENSED PROFESSIONAL ENGINEER.
3. RETAINING WALL SHALL BE INSTALLED BY MANUFACTURER OR UNDER MANUFACTURER'S SUPERVISION AND IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
4. BACKFILL LIFTS SHALL BE A MAXIMUM OF 12" DEEP PRIOR TO COMPACTION.
5. THE RETAINING WALL SHALL BE CORED EVERY 300' TO ALLOW 4" PERFORATED DRAIN TO DISCHARGE.



Section View

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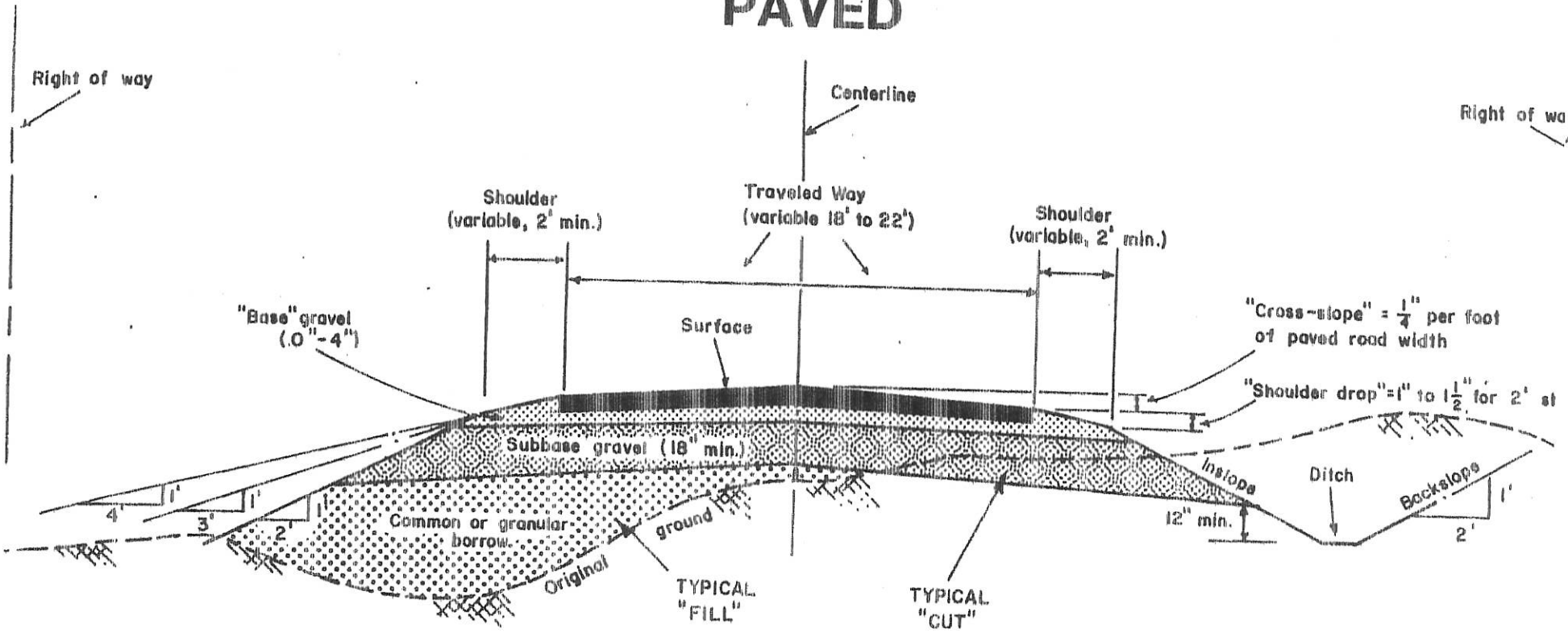
Figure 19: Retaining Wall

Town of Alton, NH Standard Details

FEBRUARY 5th 2007

Not to Scale

PAVED



DESIRABLE MINIMUM DIMENSIONS
OF A LOW—VOLUME PAVED ROAD
(MAINE)

Figure 2

Developed by

MAINE LOCAL ROADS CENT

M.D.O.T.

1989

Section 5. ROAD LAYOUT PROCEDURES

5.1 The Selectmen may layout any Class V Highway, Class VI highway, Winter Road, Summer Road or Logging Access Road upon petition, provided there shall be an occasion. This procedure may also be used to apply for reclassification of an existing Class VI highway to a Class V highway, provided the Selectmen either grant permission for the petitioners to bring the road up to the minimum standards at their own expense or the Selectmen are convinced of a significant public need to the extent that waivers of these standards may be warranted.

5.2 An Occasion for a highway layout shall only exist if the Board of Selectmen determines there is a public road.

5.3 The act of laying out a Town highway is a matter vested exclusively within the sound discretion of the Selectmen. The Selectmen shall not be obligated to vote to layout a road simply as a matter of right upon petition. No other Town body, including but not limited to the Planning Board, Town Meeting or the Highway Agent has jurisdiction to layout a Town road or obligated the Town for any type of road maintenance without specific and legal authority to do so.

5.4 Any person may petition the Selectmen to layout a public highway, using the procedures described herein, provided that any one of the following conditions apply:

(a) The proposed road does not presently exist;

(b) The roadway exists but is not depicted on a plat or plan which has been approved by the Alton Planning Board;

(c) The petitioner desires Town maintenance during winter months only;

(d) The Petitioner desires access over someone else's property for logging operations;

(e) The Petitioner desires Town maintenance of an existing private road which serves as access to a summer cottage;

(f) The Petitioner desires Town maintenance of an existing Class VI highway;

(g) The Petitioner desires a public right of access and Town maintenance of an existing private street which has been depicted on a plat or plan which has been approved by the Planning Board, but the petitioner is unable to provide a warranty deed to the Town.

(h) The Petitioner desire a public right of access to private property for a commercial purpose, where no public access exists at the time of the petition, provided said Layout is for a Class VI highway, not be maintained by the Town;

(i) The Petitioner desires a public right of access and the Town maintenance of an existing private roads as part of a betterment process under RSA 231:29

5.5 Any Person seeking Town ownership and /or maintenance of a road under circumstances which do not apply under this Section should refer to the provisions in Section 6.

5.6 Upon receipt of a petition and all other required materials, the Selectmen shall schedule a discussion of the petition at their next regularly scheduled meeting for the purpose of determining whether a Public hearing shall be held.

5.7 A petition for a highway layout must include the following:

(a) A plan which depicts applicable bearings and distances, easements and any other existing features such as waterways, drainage structures, driveways etc., as certified by a license land surveyor or New Hampshire Registered Professional Engineer.

(b) An appraisal of the proposed layout by a New Hampshire certified appraiser accompanied by a statement as to the amount of any monetary damages which would result from the layout if approved.

(c) A notarized title certificate issued to the Town which identifies abutters to the proposed layout, including all current property owners, tenants, mortgage and lien holders.

(d) A statement as to the public need for the layout.

5.8 The petitioner (s) shall be required to pay in advance, all reasonable fees incident to the request for road layout as set forth in Section 14.

5.9 The Selectmen may, at any time during the process, deem it necessary for an engineering study to be conducted at the expense of the petitioner (s). Said study shall be required if the Selectmen determine professional evaluations are an essential part of the review process. In the event a study is required for the purpose of evaluating surface or sub-surface conditions, the petitioner (s) shall assume all responsibility for the contractual arrangements and fees associated with such an investigation, However, the engineer chosen must be a New Hampshire Registered Professional Engineer who is acceptable to the Highway Agent.

5.10 Upon a determination by the Selectmen that a Public Hearing shall be scheduled, they shall have the Town Administrator cause notice in writing of a time and place of Public Hearing, said notice to be issued at least thirty (30) days previous to the hearing. Notice of the hearing shall be sent via certificate mail to the first petitioner and to each owner of land over which such highway may pass (see RSA 231:10) and shall be posted in at least one newspaper of general circulation and in two public locations, The Selectmen shall request written testimony from the Police Chief, Fire Chief, Town Planner, Highway Agent, Town Attorney and any other Town Official as may be applicable.

5.11 The purpose for having a Public Hearing shall be to determine if a public need exists and if the proposed highway meets all of the requirements established under theses polices and regulations.

5.12 In considering whether or not a public need exists, the Selectmen shall conduct a review based in part upon the following criteria:

(a) Will the layout of the highway benefit the community and not just the petitioners?

(b) What are the known road surface and sub-surface conditions?

(c) Is there any documented history of an adverse nature pertaining to driveway access, pending or existing litigation, accuracy of maps, contractor defaults, etc.?

(d) What impact will a layout have on the ability of the Town to perform necessary maintenance and what is the likely impact of Town budgets?

(e) Are there any existing encumbrances which would adversely affect the public interest?

(f) Is there an adverse budgetary impact upon the Town due to the payment of monetary damages, if applicable?

(g) If the layout is being requested as a Class V highway, has all the necessary construction been completed in accordance with Section 4 of these policies and regulations?

(h) What is the length of the highway in conjunction with the degree of use? (NOTE: A minimum of at least an average of eight residences per mile of road and fifty percent (50%) of residential or commercial development, may be considered to be a reasonable degree of use in order to demonstrate evidence of public need)

(i) Does the highway under consideration for layout connect with an existing Town road or State highway within the Town of Alton? (NOTE: Streets which connect to roads in an adjacent Town will generally not be considered for acceptance without an inter-municipal agreement covering snow plowing and emergency services.)

(j) Are there any other outstanding issues which provide convincing evidence of a public need or lack thereof?

5.13 During the Public Hearing, any person in attendance may present testimony for or against the proposed layout, according to the rules and in a manner prescribed by the Chairman of the Board of Selectmen. Also, the Board may schedule a site visit at the location of the proposed road during any point in the review process.

5.14 At the conclusion of the hearing, the Selectmen may render a decision at their convenience. The Selectmen may also:

(a) require the petitioner(s) to gather more evidence;

(b) recess the hearing to another time and place;

(c) adjourn the meeting without accepting the layout, or

(d) vote to continually layout the highway provided that a specific time frame is designated for all conditions to be met and that a return of layout is not executed until such time as the Selectmen have determined the all conditions are met.

5.15 A decision to approve a layout shall consist of a motion which designates the type of highway to be laid out and a determination as to the amount of monetary damages (if any) to be paid by the Town to the abutters.

5.16 Following a vote of the Selectmen to approve a layout, the Town Administrator shall prepare a "Return of Layout" for the Selectmen to sign as soon as possible upon a recommendation by the Highway Agent that all of the conditions relative to the layout have met. Once he Selectmen have duly executed the "Return of layout", it shall then be recorded at the County Registry of Deeds.

5.17 As Part of this Section, the Selectmen wish it to be known that under the statues of the State of New Hampshire, the laws pertaining to the layout of Town highways are extremely complicated and may require legal opinions and definitions beyond the ability to the Town to render assistance to any potential petitioner. Therefore, each petitioner shall, if necessary, avail of himself/herself, private legal counsel to assist in this process, The Town of Alton makes no obligation to act in any capacity which may be considered customarily in the preview of an attorney.

SECTION 6. STREET ACCEPTANCE PROCEDURES

6.1 Any person may petition the Selectmen to accept a street under this Section, provided the street is an existing roadway which corresponds in its location and lines with a street shown on a subdivision plat or site plan which has been approved by the Planning Board and all other requirements of this section have been met.

6.2 An occasion for street acceptance shall only exist if the Board of Selectmen determines there is a public need.

6.3 The act of accepting a Town road under these policies and regulations is vested exclusively within the sound discretion of the Selectmen. The Selectmen shall not be obligated to vote to accept a road simply as a matter of right upon petition or because a road was built to Town standards or because the road has been approved by the Planning Board. However, any person may submit a petition for a warrant article to be considered at a Town Meeting whereby a street is offered for acceptance, provided all applicable procedures as determined by State Law are complied with.

6.4 A petition for Selectmen to accept a street shall be construed as a request for establishing a Class V highway.

6.5 Upon receipt of a petition and all other required materials, the Selectmen shall schedule a discussion of the petition at their next regularly scheduled meeting for the purposes of determining whether a Public Hearing shall be held.

6.6 A warranty deed for the proposed street shall be tendered to the Town for acceptance as part of the petition. The deed language shall reference the plans approved by the Planning Board and contain specific information describing applicable bearings and distances, easements and existing features such as drainage locations, driveways adjacent map and lot numbers, etc. No petition shall be considered for a Public Hearing without these requirements being met. Furthermore, the Town reserves the right to require any changes in the deed language which in the opinion of the Selectmen will be in the Town's best interest.

6.7 The Selectmen will not consider a street acceptance which requires the condemnation (a taking by eminent domain) of land. As part of the request for acceptance implied by the petition, the Town must assume an offer is being made to dedicate and transfer title of the land on which the right-of-way shall be situated. Therefore, a petition for street acceptance must contain a certificate of title made out to the Town which includes all abutting owners (as defined by RSA 231:10) as irrefutable proof that the petition(s) have the legal authority to meet this requirement.

6.8 A petition for street acceptance must be accompanied by a copy of the plans which have been stamped and approved by the Planning Board and must include all road construction plans and specifications with as-built documentation certified by a Registered Professional Engineer.

6.9 The petitioner(s) shall be required to pay in advance, all reasonable fees incident to the request for street acceptance as set forth in Section 14.

6.10 The Selectmen may, at any time during this process, deem it necessary for an engineering study to be conducted at the expense of the petitioner(s). Said study shall be required if the Selectmen determine professional evaluations are an essential part of the review process. In the event a study is required for the purposes of evaluating surface or sub-surface conditions, the petitioners shall bare all responsibility for the contractual arrangements and fees associated with such an investigation. However, the engineer chosen must be a New Hampshire Registered Professional Engineer who is acceptable to the Highway Agent.

6.11 Upon a determination by the Selectmen that a Public Hearing shall be scheduled, they shall have the Town Administrator cause in writing of a time and place of Public Hearing, said notice to be issued at least fourteen (14) days previous to the hearing. Notice of the hearing shall be sent to all petitioners and shall be posted in at least one newspaper of general circulation and in two pubic locations. The Selectmen shall request written testimony from the Police Chief, Fire Chief, Town Planner, Highway Agent, Town Attorney and any other Town Official as may be applicable.

6.12 The Purpose for having a Public Hearing shall be to determine if a public need exists and I the proposed street meets all of the requirements established under these policies and regulations.

6.13 In considering whether or not a public need exists, the Selectmen shall conduct a review based in part upon the following criteria:

(a) Will acceptance of the street benefit the community and not just the petitioners?

(b) Does the street in its present condition adequately address safety issues such as proper drainage, lighting, signage and slopes?

(c) What are the known road surface and sub-surface conditions?

(d) Is there any documented history of an adverse nature pertaining to driveway access, pending or existing litigation, accuracy of maps, contractor defaults, etc.?

(e) What impact will acceptance have on the ability of the Town to perform necessary maintenance and what is the likely impact on Town budgets?

(f) Are there any existing encumbrances which would adversely affect the public interest?

(g) Has all of the necessary construction been completed in accordance with Section 4 of these policies and regulations? (NOTE: for the purposes of this requirement, the Selectmen may consider a road to have been constructed in conformance with the Town's minimum road standards if a properly completed petition for street acceptance is received within four (4) years of a road construction bond having been released by the Planning Board, provided that no previous petition for the same road had been denied by the Selectmen.)

(h) What is the length of the street in conjunction with the degree of use? (NOTE: A minimum of at least an average of eight residences per mile of road and fifty percent (50%) of residential or commercial development, may be considered to be a reasonable degree of use in order to demonstrate evidence of public need.)

(i) Does the street under consideration for acceptance connect with an existing Town road or State highway within the Town of Alton? (NOTE: Streets which connect to roads in an adjacent Town will generally not be considered for acceptance without an inter-municipal agreement covering snow plowing and emergency services.)

(j) Are there any outstanding sues which provide convincing evidence of a public need or lack thereof?

6.14 During the Public Hearing, any person in attendance may present testimony for or against the proposed acceptance, according to the rules and in manner prescribed by the Chairman of the Board of Selectmen. Also, the Board may schedule a site visit to view the street during any point in the review process.

6.15 At the conclusion of the hearing, the Selectmen may render a decision at their convenience. The Selectmen may also:

(a) require the petitioner(s) to gather more evidence;

(b) recess the hearing to another time and place;

(c) adjourn the meeting without accepting the street or

(d) vote to conditionally accept the street provided that a deed is neither accepted nor recorded until such time as the Selectmen, upon the advice of the Highway Agent, determine that all conditions have been met.

6.16 A decision to accept a street shall consist of a motion by which he street is defined as a Class V highway. Furthermore, said acceptance shall be conditioned upon the Town receiving a warranty deed and signed release from each mortgage and lien holder, if applicable, in a format and containing only such language as maybe acceptable to the Selectmen, at which point the Board of Selectmen shall vote to accept the deed and have it recorded at the County Registry of Deeds.

6.17 The Selectmen may also include any other conditions as part of a street acceptance as they may deem necessary to be in the best interest of the Town.

6.18 As part of this Section, the Selectmen wish it to be known that under the statues of the State of New Hampshire, the laws pertaining to the acceptance of dedicated streets are extremely complicated and may require legal opinions and definitions beyond the ability of the Town to render assistance to any potential petitioner. Therefore, each petitioner shall, if necessary, avail of himself/herself, private legal counsel to assist in this process. The Town of Alton makes no obligation to act in any capacity which may be considered customarily in the purview of an attorney.

Section 7. DRIVEWAY

Approved September 6 2005

TOWN OF ALTON
DRIVEWAY STANDARDS

The Town of Alton has established the following standards for driveways. The specifications are set depending on the length of the driveway, cut and fill requirements and slope (grade). These standards will apply to all new driveways as follows:

1. Driveway of 1-500 feet will require a 12-foot travel way (gravel or asphalt).
2. Driveway of 501 feet or more will require a 14-foot travel way (gravel or asphalt) with 2-foot gravel shoulders.
3. Slope issues –No driveway will have a slope/grade of more than 15%
4. Cut and fill requirements –All driveways shall be constructed according to the attached layout. Any driveway over 500 feet that will require more than 48" of cut and fill will require a 3 to 1 slope.
5. Curves / Corners –all curves and corners of driveways over 500 feet will have a radius of no less than 45 feet (flatten corners with grade no greater than 10%)
6. Cul-de-sac / Hammerhead-Any driveway over 500 feet will require a cul-de-sac / hammerhead to allow for fire truck turnaround. (turnaround to handle a 40-foot vehicle)
7. Residents of driveways over 500 feet in length will be required to maintain their driveways to allow for emergency vehicle access.
8. A property owner may apply waivers through the fire department. A fire suppression system could not be required based on any approved waivers as authorized under NFPA I chapter 18
9. Upon request and after review by the fire department. The Board of Selectmen may grant a property owner a reduction in requirements due to undue hardships. If such a reduction is granted the property owner will be required to sign an indemnification releasing the Town of Alton from liability in recognition that the fire department apparatus and other safety service vehicles may be able to access the property in an emergency. The indemnification and release of liability will be recorded in the Belknap County Registry of Deeds.

7.1 It shall be unlawful to construct or alter in any way that substantially affects the size or grade of any driveway, entrance exit or approach within the limits of the right-of-way of any class highway that does not conform to the terms and specifications of the written permit issued by the Highway Agent or his foreman/agent.

7.2 Pursuant to this section, a written construction permit application must be obtained from and filed with the Town Code Enforcement Officer, by any property owner affected by the provisions of Paragraph 7.1, above. Before any construction or alternation work is commenced, said permit application shall have been reviews and construction permit issued by said department;

(a) Describe the location of the driveway, entrance, exit or approach, the location shall be selected to most adequately protect the safety of the traveling public.

(b) Describe any drainage structures, traffic control devices and channelization islands to be installed by the property owner.

(c) Establish grades that adequately protect and promote highway drainage and permit a safe and controlled approach to the highway in all seasons of the year.

(d) Include any other terms and specifications necessary for the safety of the traveling public.

7.3 For access to a proposed commercial or industrial enterprise, or a subdivision, all of which, for the purposes of this section, shall be considered a single parcel land, even though acquired by more than one conveyance or held nominally by more than one owner. Said permit application shall be accompanied by engineering drawings showing information as Set forth I Paragraph 7.2

7.4 Unless all season's safe sight distance of two-hundred fifty feet (250') in both directions along the highway can be obtained, the Highway Agent shall not permit more than one access to a single parcel of land, and this access shall be at the location that the Highway Agent determines to be the safest. The Highway Agent shall not give final approval for use of any additional access until it has been proven to him that the 250' all season safe distance has been provided.

(a) For the purposes of this section, all season safe sight distance is defined as a line that encounters no visual obstruction between two points, each at a height of three feet and nine inches above the Pavement and so located as to represent the critical line of sight between the operator of a vehicle approaching from either direction.

7.5 No Construction permit shall allow:

(a) A driveway entrance, exit or approach to be constructed more than thirty feet (30') in width, except that driveway entrance, exit or approach may be flared beyond a width of 30' at its junction with the highway to accommodate the turning radius of vehicles expected to use the particulate driveway entrance, exit or approach.

(b) More than two driveway entrances, exits, or approaches from any one highway to any one parcel land unless the frontage along the highway exceeds five hundred feet (500')

7.6 There shall be conferred upon:

(a) Planning Board in the Town has been granted the power to regulate the subdivision of land as provided in RSA 675:35

(b) The Selectmen and the Town-the same powers concerning highways under their jurisdiction as are conferred upon the Commissioner of the New Hampshire Department of Public Works and Highways and they shall promulgate such rules and regulations as are necessary to carry out the provisions of this ordinance.

7.7 Property owners to purchase and install culverts. The policy recommends by the Town Engineer concerning driveway culverts is that the property owner involved will purchase and install the culvert; the Town will maintain normal ditching and the owner will repair and replace.

7.8 Culverts required when flow of water obstructed. All new driveways entering a town such that natural flowage of water is obstructed shall require a culvert having minimum diameter of fifteen inches (15") Placed in the roadway drainage ditch. The cost of said culvert and installation shall be borne by the property owner. No driveway drainage shall enter upon the traveled way. The installation of culverts and adequate drainage shall be approved by the Highway Agent.

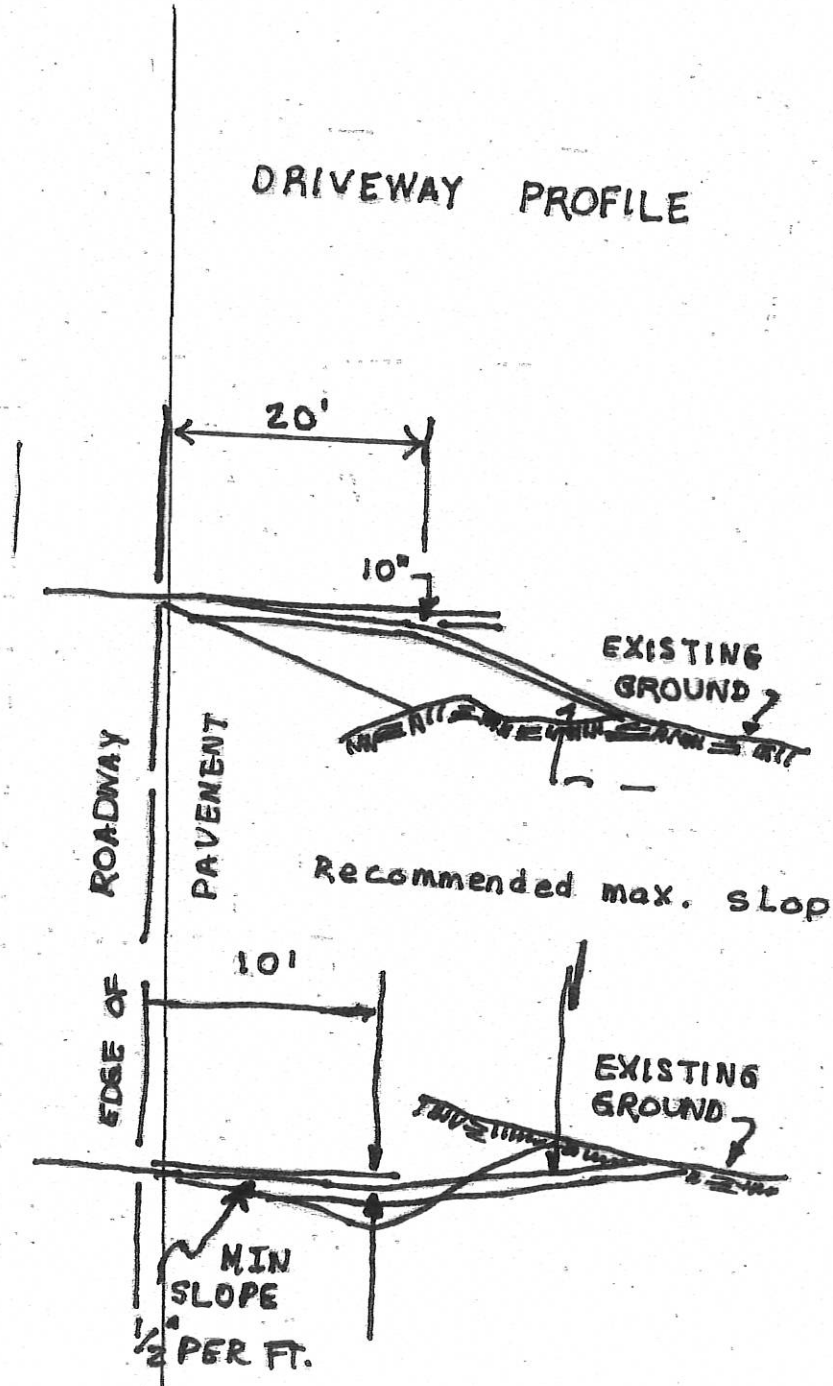
7.9 It is the owner's or his agent's responsibility to arrange for and meet with the Alton Highway Department or his designate to review the location of the driveway and necessary culverts, ditching etc. prior to the issuance of a driveway permit.

PENALTY: WHOSOEVER SHALL VIOLATE ANY PROVISIONOF THIS ORDINANCE OR THE RULES AND REGULATIONS MADE UNDER AUTHORITY THEREFORE SHALL BE FINED NOT MORE THAN ONE HINDRED DOLLARS PER DAY (100.00) AND IN ADDITION SHAL BE LIABLE FOR THE COST OF RESTORATION OF THE HIGHWAY TO A CONDITION SATISFACTORY TO THE HIGHWAY AGENT

Applicant_____
Road Name_____
Tax Map_____ Lot____
Subdivision_____

Town Of Alton

DRIVEWAY PROFILE

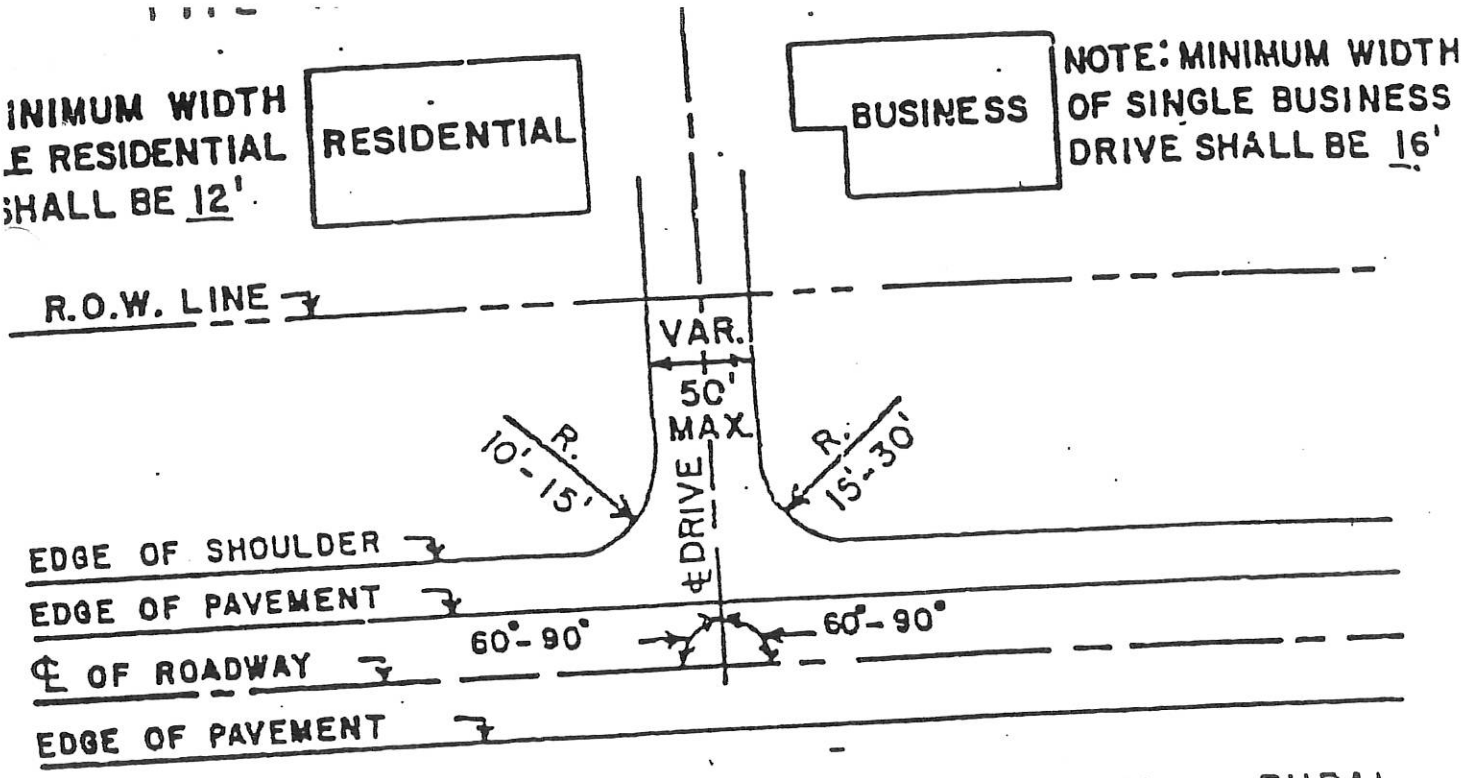


TYPE A

Recommended max. slope 15%

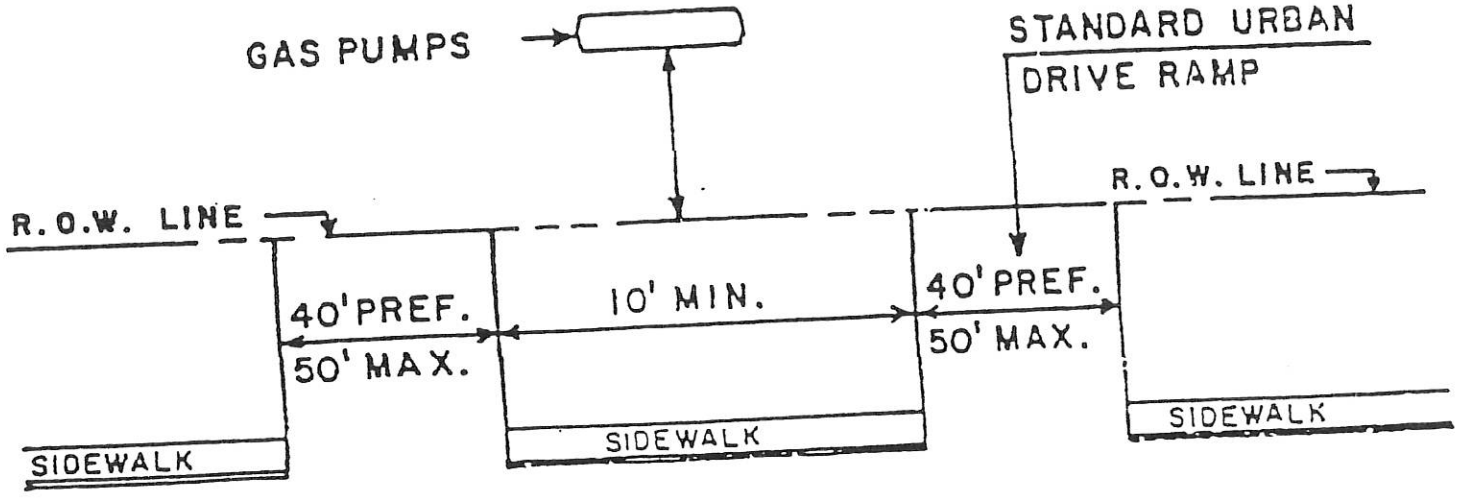
TYPE B

The profiles may vary as required for sidewalks, culverts, etc., as approved by the Director of Public Works.



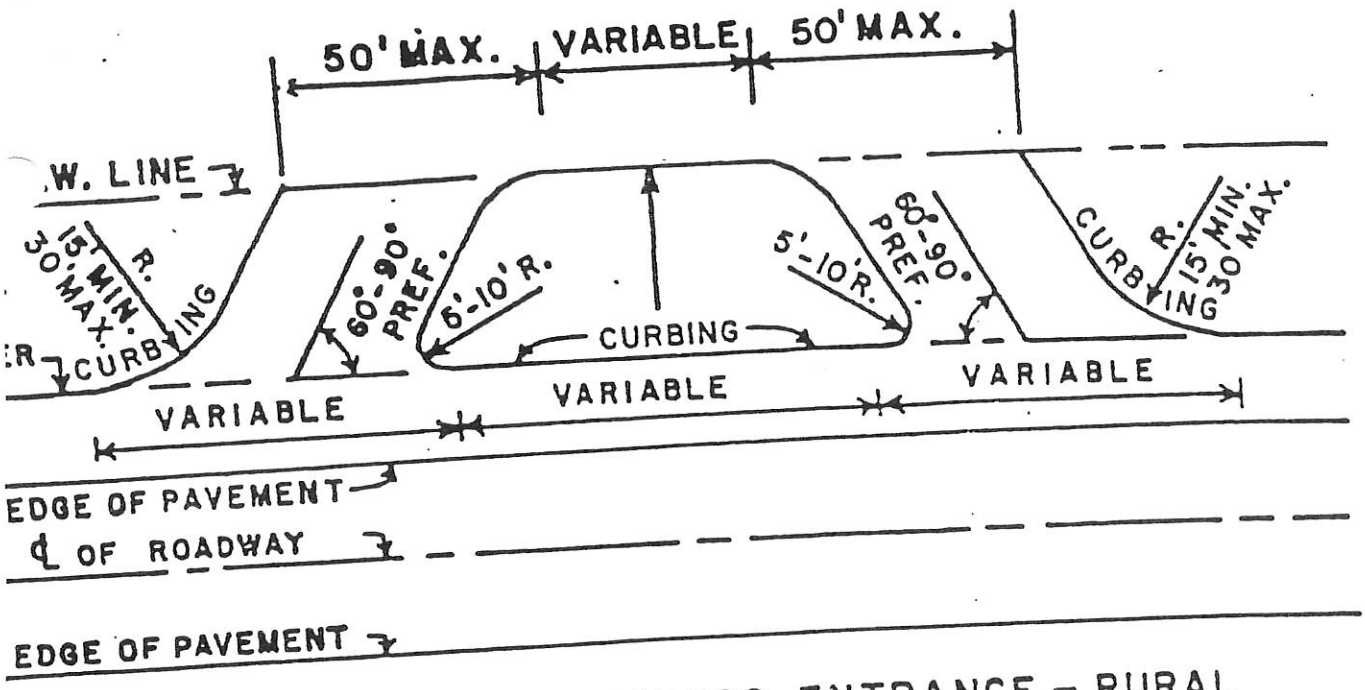
SINGLE RESIDENTIAL OR BUSINESS DRIVEWAYS — RURAL

TYPE C

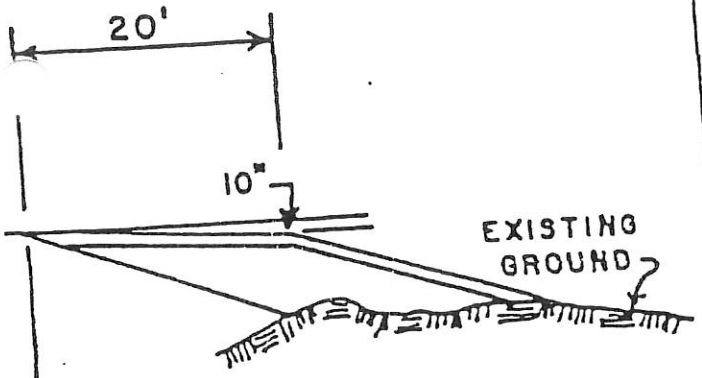


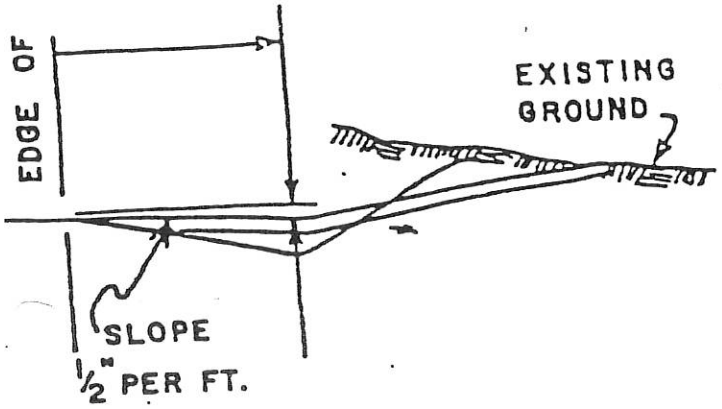
RESIDENTIAL OR BUSINESS ENTRANCE — URBAN

TYPE D

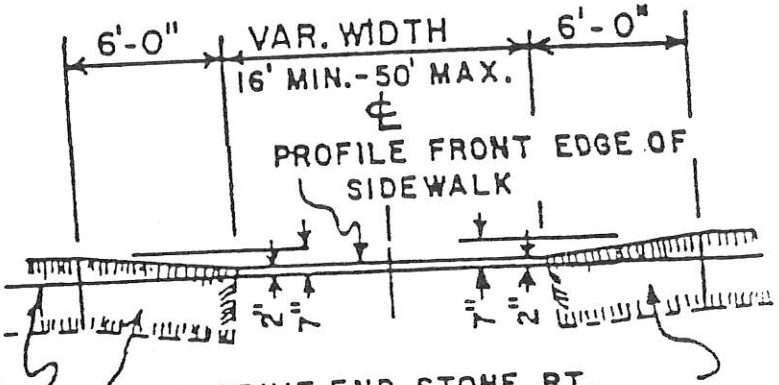


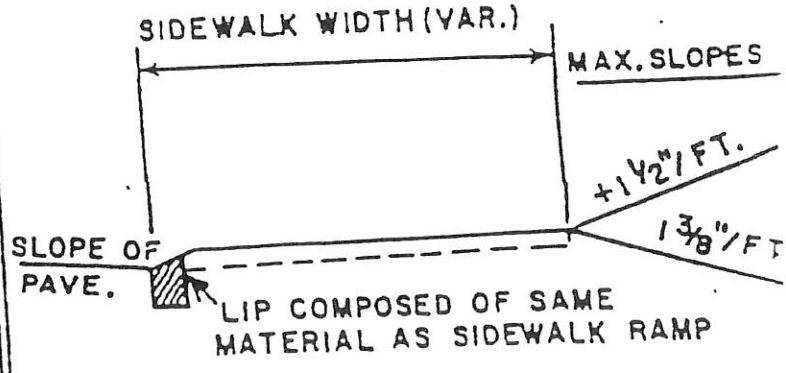
RESIDENTIAL OR BUSINESS ENTRANCE – RURAL





DRIVEWAY PROFILE – RURAL





STANDARD URBAN DRIVE RAMP

Section 8. STREET INVENTORY

8.1 The following rights-of-way have been heretofore designed as Class V highways:

Name	Footage	Mileage
Abednego Road	1,848'	0.35
Acorn Drive	710'	0.13
Alton Mountain Rd	19,130'	3.62
Alton Shores Rd	5,221'	0.99
Anniversary Hill Rd	492'	0.09
Appleyard Lane	692'	0.13
Arianna Drive	798'	0.15
Avery Hill Rd	15,417'	2.92
Bachelor Road	1,704'	0.32
Barnes Avenue	1,158'	0.22
Bartlett Road	786'	0.15
Bay Hill Road	4,727'	0.89
Beaver Dam Rd	1,725'	0.33
Bell Road	960'	0.18
Bowman Rd	1,478'	0.28
Chamberlain Road	2,206'	0.42
Chesley Rd	1,677'	0.32
Chestnut Cove Rd	10,505'	1.98
Church Street	934'	0.18
Coffin Brook Rd	12,564'	2.38
Cook Road	2,986'	0.57
Curtis Court	450'	0.09
Dan Kelly Dr	313'	0.06
Davis Road	750'	0.14
Depot Road	724	0.14
Drew Hill Rd	16,944'	3.21
Dudley Road	10,779'	2.04
Echo Point Rd	1,100'	0.21
Elliot Road	898'	0.17
Fort Point Rd	6,180'	1.17
Frohock Brook Rd	1,585'	0.30
Garden Park Rd	337'	0.06
Gedney Court	672'	0.12
Gilman's Corner Rd	6,509'	1.23
Halls Hill Rd	7,680'	1.45
Hamwoods Rd	7,843'	1.49
Haven Lane	397'	0.08
Hayes Road	4,269'	0.81
Hermit Road	1,912'	0.36
Hidden Springs Rd	272'	0.05

Hollywood Beach Rd	4,530'	0.86
Homestead Place	475'	0.09
Horne Road	2,632'	0.50
Hurd Hill Rd	1,311'	0.25
Hutchin's Circle	535'	0.10
Jesus Valley Rd	6,678'	1.26
Jewett Farm Road	844'	0.16
Kent Lock Circle	2,821'	0.53
Lakewood Dr	4,350'	0.82
Lane Drive	1,210'	0.23
Legal Lane	370'	0.07
Letter S Rd	4,060'	0.77
Lily Pond Rd	4,808'	0.91
Linwood Dr	1,984'	0.38
Lockes Corner	3,360'	0.69
Loon Cove Rd	960'	0.18
Lot Line Rd	1,275'	0.24
Mallard Dr	2,096'	0.40
Marlene Dr	851'	0.16
Mauhaut Shores	2,420'	0.46
Meaderboro Rd	3,820'	0.72
Meadow Drive	424'	0.08
Melody Lane	200'	0.04
Minge Cove Rd	4,259'	0.81
Mirimichie Hill Rd	800'	0.15
Mooney Avenue	866'	0.16
Muchado Hill Rd	13,965'	2.64
New Durham Rd	10,752'	2.04
Old Wolfeboro Rd	18,885'	3.58
Pearson Rd	1,412'	0.27
Pheasant lane	1,666'	0.32
Pine Street	1,385'	0.26
Pine Street Ext	365'	0.07
Places Mill Rd	3,962'	0.75
Pond Road	1,470'	0.28
Powder Mill Rd	10,790'	2.04
Prospect Mtn Rd	16,883'	3.20
Quarry Rd	1,980'	0.38
Railroad Ave	3,350'	0.63
Railroad yard Access Rd	1,265'	0.24
Rand Hill Rd	11,780'	2.23
Range Rd	3,815'	0.72
Reed Rd	2,779'	0.53
Rines Rd	10,174'	1.93
River lake Street	1,978'	0.37

Riverside Dr	1,280'	0.24
Roberts Cove Rd	14,204'	2.69
Roger Street	1,785'	0.34
Rollins Road	2,336'	0.44
Route 11-D	17,332'	3.28
Sanctuary Lane	1,848'	0.35
School Street	1,675'	0.32
Smith Point Rd	5,045'	0.98
South view Lane	975'	0.18
Spring Street	3,300'	0.63
Stagecoach Rd	400'	0.08
Stockbridge Corner	25,800'	4.89
Stonewall Rd	2,400'	0.46
Sunset Shore Rd	900'	0.17
Timberidge Rd	2,664'	0.50
Tom Rd	1,600'	0.30
Traskside Rd	10,216'	1.93
Valley Rd	2,700'	0.51
Wallsten Road	940'	0.18
Woodlands Rd	8,750'	1.66
Youngtown Rd	4,730'	0.90

8.2 The following rights-of-way have heretofore been designated as Class VI Highways, provided however, they are considered as such only in those locations and only for such lengths as may be duly recognized by the Town, in accordance with available records:

Africa Road

Alton Mountain Rd

Bowman Rd

Chamberlain Rd

Davis Rd

Dudley Rd

Farmington Rd

Frohock Brook Rd

Leighton Mill Rd

Marsh Hill Rd (Drew Hill Rd)

Mirimichie Hill Rd

Reed Road

Rines Road

Spring Street Ext

Stagecoach Rd

Sunset Shores Rd

8.3 The following rights-of-way have heretofore been designated as Winter Roads, provided however, they are considered as such only in those locations and only for such lengths as may be duly recognized by the Town, in accordance with available records:

Dan Kelly Dr

Eugene Dr

Ginney Dr

Haslett Dr

Kimball Lane

Proctor Road

Roger St

Spring St

8.4 Any other roads or rights-of-way which exist in the Town of Alton that are not listed in Sections 8.1, 8.2, or 8.3 shall be considered private to the extent that the Town has no record of continuing legal responsibility or jurisdiction over them whatsoever. Furthermore, any portion of road or right-of-way which exists beyond a section or length recognized by the Town as being either a Class V or Class VI Highway shall be considered private.

8.5 Notwithstanding the provisions of Section 7, the Town has no duty to maintain any private road, nor does the Town have any legal authority to regulate or restrict access, require maintenance or enforce any other public highway regulation with regards to private roads, including but not limited to ensuring access for emergency vehicles or utilities.

8.6 It shall be the policy of the Town to ensure the right of the public to travel over Class VI highways and roads closed subject to gates and bars, at all times, notwithstanding the road's condition or Town's absence of liability due to a lack of maintenance.

Acadia Lane	**364**	**Damon Drive**	**6,574**	**Lady Slipper Lane**	**982**	**Red Sands Ln**	**450**
Alpine Meadows		Dan Kelley Dr	985	Lamper Road	1,800	Richardson Drive	591
Alpine Way	572	Dewitt Drive	4,372	Lamprey Ledge	697	Ridge Road	
Andreason Drive	2,772	Diners Place	269	Lancer Lane	248	Riley Rd	
Angle Sea Lane	649	Donald Drive	924	Lantana Lane	428	Rocky Lane	201
Annie Way	623	Dore Drive	570	Larry Drive	1,536	Rogers Street	386
Aqua Vue Lane	248	DOT 3 Street	1,626	Laura Lane		Rum Point Rd	2,381
Archie Lane	549	Downing Drive	676	Ledge Hill Road	919	Rustic Shores Rd	1,880
Austin Road	1,352			Leigh Drive	993		
Autumn Ave	306	**Eagles Rest**	**1,716**	Leighton Mills Rd		Saley Way	282
		Edgerly Road		Levitt Road	1,922	Sand Peep Ln	150
Back Bay Path	**507**	Elm Street	913	Lindsay Road	1,130	Sandy Point Rd	649
Baileys Lane	523	Eugene Drive	1,040	Lionel Terrace	1,019	Sawmill Brook Rd	2,086
Baker Road	512	Eunice Lane	216	Litch Lane	533	Scott Dr	2,392
Barbara Drive	1,674			Loon Coved Rd	348	Shields Way	232
Barr Road	739	**Falcon Way**	**454**	Loud Road	544	Shore Rd	1,896
Basin Road		Fernhill Road	1,473	Loveren Lane	174	Silver Cascade Way	597
Baxter Place	1,800	Finethy Road	908			Sleepyview Lane	
Beach Street	280	Fisher Road	380	**Mt. Pleasant Path**	**364**	Spring Street Ext	945
Beacon Ave	760	Fitzgerald Ave	739	Manbow Road	396	Spokies Way	350
Bear Pond Rd	1,468	Franklin Way	1,200	Manchester Ave	164	Sport Emery Road	3,500
Bender Lane	391	Forest Brook Rd		Marriett Drive	987	Spruce Terrace	618
Bickford Lane	1,291	Forties Row	602	Marsha Drive	1,001	Star Lane	464
Black Point Rd	6,056	Four seasons	1,135	McKone Lane	454	Stephanie Drive	1,320
Blueberry Lane	225			Mcleod Road	1,500	Summit Ave	364
Boat Cove Rd	465	**Georges Road**	**734**	Merrymeeting Ln	750	Sunset Estates Rd	1,350
Bonny Drive	655	Gerald Drive	285	Mill Cove Road	845	Swaffield Rd	1,125
Brad Circle	433	Getcho Pit Rd	90	Mission Path	238		
Brandy Terrace	686	Ginny Drive	444	Misty Lane	327	**Temple Drive**	**930**
Brick yard Cove	296	Glen Ave	201	Mitchell Ave	1,373	Tibbetts Road	2,647
Bridgids Way		Goulds Road	3,759	Moore Farm Rd	871	Torrelli Terrace	301
Broadway Blvd	370	Grants Rd	1,404			Towle Road	829
Brook n Bridle	2,614			**Nancy Court**	**612**	Tranquility Lane	1,399
Butler Drive	1,822	**Hallin Court**	**354**	Nelsons Pine Pt	175	Tree Top Lane	871
		Happy Hollow Dr	243	New Bay Street	729		
Calef Drive	**1,500**	Hasenfuss Lane	1,209	Notla Lane	850	**Varney Road**	**1,064**
Camp Adventure	1,384	Hawk Drive		Nowicki Point Rd	444	Verna Lane	338
Camp Brookwoods	1,415	Hazlett Road	375	Nutter Dr		Viewland Court	797
Camp Fire Point Cr	1,135	Headley Ave	454	**Oak Hill Rd**	**644**	Village Place	333
Camp Kabeyun Rd	1,125	Heron Point Lane	2,207	Old Camp Rd	422	Virginia Court	343
Cascade Terrace	903	Herrick Lane	475	Olive Street	512		
Cates Hill Road	998	Hillside Drive	866	Oneill Rd	1,088	**W.A. Marina Road**	**2,059**
Cathy Lane	512	Holly Lane	285	Orchard Lane	1,061	Watson Point Rd	1,435
Central Street	1,383	Holmwood Drive	2,022	Osprey Road	2,809	Wayside Place	
Charles Circle	214	Hopewell Road	3,210			Wendy Drive	470
Chickadee Lane	713	Hummingbird Ln	523	**Palm Lane**	**364**	Wentworth Way	581
Chipmunk Lane	169			Parandes Drive	898	Widerstrom Lane	322
Circle Road	375	**Indian Shores**	**1,515**	Park Street	259	Wilbert Way	150
Clark Road	1,104	Interaken Drive	412	Partridge Berry Lane		Windswept Road	1,362
Clay Point Road	3,944	Issac Way	153	Peggys Cove Rd	781	Winni Ave	1,294
Clough Point Rd	517			Perkins Road	718		
Coast lane	491	**Johnson Lane**	**491**	Peters Path	270	**YMCA Rd**	**2,936**
Contentment Lane	517	Jude Hill Road	544	Pickerel Pt Road			
Cottage Point	444	Juliet Lane	1,230	Pipers Point Rd	3,184		
County Road	1,515			Plum Island			
Courtyard Circle	977	**Keyaydin Drive**	**1,331**	Plummer Lane	195		
Cove Point Rd	1,690	Kenerson Lane		Point Beach Lane	697		
Cragin Road	713	Kiana Drive	1,082	Potvin Place	359		
Crest Road	634	Kimball Lane	1,051	Proctor Road	744		
Crystal Road	507	Knights Pond	6,674	Pumpkin Point Rd	600		

Section 9. TRAFFIC REGULATIONS

9.1 This section shall consist of traffic regulations pertaining to the following categories:

9.2.A NO RIGHT TURN ALLOWED

9.2.B SPEED LIMITS

9.2.C STOP AND YIELD INTERSECTIONS

9.2.D PARKING RESTRICTIONS

9.2.E WEIGHT LIMITS

9.2.A.1 It shall be unlawful for any motor vehicle operator to make a right turn where posted follows:

Onto Route 28-A	from Bay Hill Rd
Onto Route 140	from School Street

9.2.A.2 The penalty for a breach of a Direction of Travel Regulation as described in Section 9.2A.1 shall be a violation and fine of not less than fifty dollars ($50.00), nor more than one hundred dollars ($100.00), in accordance with State Law.

9.2.B.1 Based upon investigations conducted in accordance with the provisions of RSA 265:63, it shall be unlawful for any operator or a motor vehicle to exceed the posted speed of twenty-five miles per hour (25 mph) on the following roads:

Bay Hill Road	between Routes 28 and 28-A	
Barnes Ave		
Church St		
Letter S Rd		
Mooney St		
New Durham Rd		
Pine St	and	Apple Yard Lane (Aka Pine St Ext)
Railroad Ave		
Rand Hill Rd		
Roberts Cove Rd		
Route 11-D		
School St		
Fort Point Rd		
Prospect Mtn Rd	from Ham woods intersection to New Durham Town Line	

9.2.B.2 Based upon investigations conducted in accordance with the provisions of RSA 265:63, it shall be unlawful for any operator of a motor vehicle to exceed the posted speed of thirty miles per hour (30mph) on the following roads:

All Roads in Town are posted speed limit 30 miles per miles except for the roads previously mentioned in 9.2.B.1

9.2.B.3 The speed limit for all other Town roads shall be in accordance with the provisions of RSA 265:60

9.2.B.4 The penalty for a breach of a Speed Limit regulation as described in Section 9.2.B shall be in a violation and a fine in accordance with State Law.

9.2.C.1 The following locations are hereby designated as Posted Stop Intersections. It shall be unlawful for any operator of motor vehicle to enter upon any of the public highways listed below without first coming to a complete stop on or before an existing stop line, or, absent a painted marking in the road, then at the safest point nearest the intersecting roadway where the driver has a view of traffic which is traveling which is traveling on the intersecting roadway:

Abednego Road	onto Route 28
Alton Mountain	onto Rand Hill Rd
Arianna Dr	onto Prospect Mtn
Avery Hill Rd	onto Alton Mountain Rd
Bachelor Rd	onto Reily Road
Barnes Ave	onto Route 11
Bay Hill Rd	onto Route 28
Bay Hill Rd	onto Route 28-A
Beaver Dam Rd	onto Marlene Dr
Bowman Rd	onto Route 28
Chamberlain Rd	onto Prospect Mountain Rd
Chamberlain Rd	onto Stockbridge Corner
Chestnut Cove Rd	onto Route 28
Chestnut Cove Rd	onto Route 28-A
Chestnut Street	onto Route 11
Church Street	onto Route 11
Church Street	onto School St
Coffin Brook Rd	onto Route 140
Coffin Brook Rd	onto Stockbridge Corner Rd
Curtis Court	onto Route 28-A
Dan Kelly Dr	onto Route 28-A
Depot Street	onto Route 11 (both intersections)

Drew Hill Rd	onto Route 28
Drew Hill Rd (westbound)	onto Gilman's Corner Rd
Drew Hill Rd (intersection)	Hayes Rd
Dudley Rd	onto Stockbridge Corner Rd
Echo Point Rd	onto Route 28-A
Elliot Rd	onto Route 140
Farmington Rd	onto Loon Cove Rd
Fort Point Rd	onto Chestnut Cove Rd
Gedney Court	onto Traskside Rd
Halls Hill Rd	onto Route 140 (both sides)
Hamwoods Rd	onto Prospect Mtn Rd
Hamwoods Rd	onto Route 28 (both sides)
Hamwoods Rd	onto Stockbridge Corner
Hayes Rd	onto Rines Rd
Hayes Rd	onto Drew Hill Rd
Hermit Rd	onto Reily Rd
Hidden Springs	onto Route 28
Hollywood Beach	onto Prospect Mtn Rd
Homestead Place	onto New Durham Rd
Horne Rd	onto Halls Hill Rd
Horne Rd	onto Route 140
Hurd Hill Rd	onto Route 28-A
Jesus Valley Rd	onto Route 11
Jewett Farm	onto Bay Hill Rd
Kent Lock Circle	onto Stockbridge Corner
Lane Dr	onto Coffin Brook Rd
Letter S Rd	onto Route 140
Letter S Rd	onto Route 11
Lily Pond Rd	onto Route 28
Linwood Dr	onto Stockbridge Corner
Locks Corner Rd	onto Muchado Hill Rd

Lot Line Rd	onto Route 28
Mallard Drive	onto Route 28S
Mauhaut Shores	onto Route 11
Meaderboro Rd	onto Muchado Hill Rd
Meadow Dr	onto New Durham Rd
Minge Cove Rd	onto Route 11
Mirimichie Hill	onto Old Wolfeboro Rd
Mirimichie Hill	onto Route 28 (both intersections)
Mooney St	onto Route 140
Mooney St	onto Route 11
New Durham Rd	onto Route 11
Old Wolfeboro Rd	onto Route 11
Old Wolfeboro Rd	onto Route 28
Pearson Rd	onto Old Wolfeboro Rd
Pheasant Lane	onto Route 28S
Pine Street	onto School St
Places Mills	onto Avery Hill Rd
Pond Road	onto Roberts Cove Rd
Powder Mill Rd	onto Old Wolfeboro Rd
Prospect Mtn Rd	onto Route 28 (both intersections)
Prospect Mtn Rd	onto Hollywood Beach
Prospect Mtn Rd	onto Ham woods Rd
Quarry Road	onto Route 28
Quarry Road	onto Gilman's Corner
Railroad Ave	onto Smith Point Rd
Railroad Ave	onto Chestnut Street
Rand Hill Rd	onto Route 11
Rand Hill Rd	onto Alton Mountain Rd
Range Rd	onto New Durham Rd
Reed Rd	onto Route 11-A
Rines Rd	onto Route 28

Riverlake St	onto Route 11
Riverside Dr	onto Route 140
Roberts Cove Rd	onto Route 28 (both intersections)
Roger Street	onto Route 11D
Roger Street	onto Woodlands Rd
Rollins Street	onto Route 11
Route 11-D	onto Route 11 (both intersections)
School St	onto Route 11
School St	onto Route 140
School St	onto Church St
School St	onto Pine St
Smith Point Rd	onto Route 11
Stagecoach Rd	onto Route 28
Stagecoach Rd	onto Rines
Stockbridge Corner	onto Route 28 (both intersections)
Stockbridge Corner	onto Dudley Rd
Stonewall Rd	onto Prospect Mtn Rd
Southview Lane	onto Traskside Rd
Sunset shore Rd	onto Avery hill Rd
Timberidge Rd	onto Woodlands Rd
Tom Road	onto Roberts Cove Rd
Traskside Rd	onto Route 28-A
Traskside Rd	onto Fort Point Rd
Valley Rd	onto Ridge Rd (Town Line- New Durham)
Water Rd	onto Hollywood Beach
Woodlands Rd	onto Route 11
Youngtown Rd	onto Route 140

9.2. C.2 It shall be unlawful for any operator of a motor vehicle to enter into the following intersections without yielding to on-coming traffic. Said intersections shall be posted accordingly.

Stockbridge Corner Rd from Valley Rd

9.2. C.3 The penalty for a breach of a Stop Intersection or Yield intersection regulation s described in Sections 9.2.C shall be a violation and a fine of not less than fifty dollars ($50.00), nor more than one Hundred dollars ($100.00), in accordance with the State law.

9.2. D.1 It shall be unlawful for any person to cause a motor vehicle or trailer to be parked or stopped on any public highway or municipal parking lot within the Town of Alton as follows:

(a) During the period November 15th through April 1st, between the hours of 10:00pm and 6:00 am; or at any other time during snowstorms when snow removal maintenance is being performed by the Alton Highway Department.

(b) There will be no parking of any trailers (boats, snowmobiles, hauling, ice huts, etc.) in Town of Alton paved municipal parking lot located on Route 11 in the bay. A reasonable amount of time will be allowed for the loading and unloading of boats, snowmobiles, ice huts etc. In addition, no trailer parking will be allowed in parking spaces along Route 11 or in the dirt area across the street from the paved parking lot, except during the winter snowmobile trailers will be allowed in the dirt (unpaved) area.

(c) In manner that is not consistent with official signs that have been installed upon authorization by the Board of Selectmen.

9.2. D2 The penalty for a breach of a Parking Restriction regulation as described in Section 9.2.D.1 shall be a violation and a fine of Ten Dollars ($10.00). Fines administered under this Section must be paid to the town of Alton within ten (10) days in issuance or they shall automatically be increased to Twenty-five Dollars ($25.00)

9.2. D.3 Any person aggrieved by the issuance of a fine or other penalties as administrated under Section 9.2D.2 may submit a written appeal of the violation to the Board of Selectmen within (10) days of issuance.

9.2. D.4 Any motor vehicle or trailer found to be in violation of a Parking Restriction regulation as described in Section 9.2 D.1 shall also be subject to being towed away at the owner' s expense.

9.2. E.1 It shall be unlawful for any person to cause a motor vehicle or trailer which exceeds twelve thousand pounds (1,200lbs. of 6 tons) to be driven, stopped or placed upon the following posted roads at any time without a permit from the Highway Agent. Said roads shall be posted accordingly.

Bay Hill Rd

Old Wolfeboro Rd (between Route 11 and Route 28)

School Street

Stockbridge Corner Rd (New Durham Side from Valley Rd to Rt. 28S)

9.2. E.2 It shall be unlawful for any person to cause a motor vehicle or trailer which exceeds twelve thousand pounds (1,200lbs. of 6 tons) to be driven, stopped or placed upon Class V highway posted bridge at any of the following locations without a permit from the Highway Agent, provided appropriate signs have been posted at the bridge locations and at road intersections where motorists have an opportunity to either turn around or avoid traveling on the road in violation of this section.

Coffin Brook Rd

Hollywood Beach Rd

Roberts Cove Rd

Places Mill Rd

Powder Mill Rd

Selectmen Minutes Approved May 11 2010 "NO THROUGH TRUCKING"

Old Wolfeboro Rd	Rt. 28 through Rt. 28
Bay Hill Rd	Rt. 28 through Rt. 28-A
Powder Mill Rd	Old Wolfeboro Rd to New Durham Town Line
Stockbridge Corner Rd	New Durham Side (from Valley Rd to Rt. 28S)

9.2. E.3 Due to the impact that adverse weather conditions may have on Town highways, the Highway Agent is hereby empowered to declare "Road Weight Limit Emergencies" to be in effect for a specified time. Upon a declaration of such, public notice shall be given and temporary sins shall be erected which indicate weight limits are in effect on designated roads: and it shall be unlawful for any person to drive or cause to be driven or placed upon any posted road, a motor vehicle or trailer which exceeds twelve thousand pounds (1,200 lbs. or 6 tons) at any time during a road weight limit emergency without a permit from the Highway Agent.

9.2 E.4 Essential utility vehicles (such as oil, propane, electric, telephone, etc.) and school buses shall be exempt from the provisions of Section 9.2.E. However, no person or company shall be relieved of any liability for damages caused to Town roads, street, or bridges at any time.

9.2. E.5 The penalty for a breach of the Weight Limit regulations are described in Section 9.2.E shall be a violation and fine of not more than on thousand dollars ($1,000.00), in accordance with State Law.

9.2 E.6 Any person found to be in violation of the Weight Limit regulations as described in Section 9.2.E shall be presumed to be responsible for any and all physical damages to the road surface, subsurface and /or structures as may be determined by the Highway Agent and shall be liable for the cost of restoration of the right-of-way to a condition satisfactory to the Highway Agent.

9.2. E.7 Any motor vehicle which is suspected of violating these Weight Limit regulations, may be detained by any duly authorized law enforcement official for a reasonable amount of time in order to determine the actual vehicle weight using a certified scale. Vehicles pulled over during these situations shall be allowed to park in a location which the law enforcement official deems to be safe from traffic and the least likely to cause road damage die to the suspected load weight. In the event a vehicle is found to be in violation, the overweight portion of the vehicle load shall either be transferred to another vehicle which is in possession of a valid permit, or the vehicle may be allowed to proceed upon the issuance of a permit from the Highway Agent with a surety to be posted in the maximum amount allowed under these policies and regulations.

9.3 The Board of Selectmen may adopt any and all additional traffic regulations as may be permitted by State Law, which they shall deem to be in the best interest of public safety.

9.4 Any person or persons may petition the Selectmen to amend an existing Traffic Regulation or adopt a new Traffic Regulation upon demonstration of reasonable cause. Upon a written request, the Selectmen shall either have the Police Chief conduct a traffic investigation or the Selectmen may require the petitioner (s) to submit the results of an engineering study at their own expense prior to any action being taken.

9.5 Whenever requested by the Selectmen to conduct a traffic investigation for the purpose of recommending a speed limit, the Police Chief shall solicit three volunteers from different age and gender populations, who shall drive upon a highway using reasonable techniques which shall then be assessed by the Police Chief for the purpose of making a recommendation to the Selectmen.

9.6 The provisions of this Section shall not apply to any emergency or public safety vehicle which is operating in an official capacity or construction and transport vehicles which have been authorized by the Highway Agent for official purposes.

9.7 The provisions of his Section may be enforced by any duly authorized law enforcement official to the extent permitted by law.

9.8 In so much as possible, the provisions of this Section shall be made known to the public by the posting of signs and public notices. In addition, the Highway Agent may post such additional traffic signs and markings as he/she deems necessary to warn the public of dangerous conditions, upon authorization of the Selectmen and availability of funds. However, the Town accepts no responsibility for any dangerous road condition which is inherent in the highway layout, whether signs are in place or not. Whenever possible, signs and markings shall conform to the latest edition of the "Manual on Uniform Traffic Control Devices" as published by the U.S. Department of Transportation. But, the use of such signs (or absence thereof or deviation from the standards) shall be considered a basic policy decision which is characterized by the exercise of a high degree of official judgement or discretion and therefore subject to the doctrine of sovereign immunity.

9.9 Any person may petition the Selectmen for a rod safety sing for any reason whatsoever. Upon receipt of a petition for a road sign, the Selectmen shall have the Police Chief and Highway Agent conduct an investigation and make recommendations thereto. The Selectmen may accept, reject or modify the recommendations received and their decision shall be exclusively within their sole discretion and final. The Town accepts no liability for policy decisions in regards to road signs.

9.10 The Highway Agent shall maintain an inventory of all street signs, to include type and location, which shall be updated prior to October 1st of each year. Funds shall be requested as part of the budget process to replace any missing sign and to install new signs, as may be directed by the Selectmen.

ALTON MUNICIPAL BRIDGES

BRIDGE NUMBER	TYPE	NO. SPANS	ROAD INV.NO.	ROAD NAME	OVER	LENGTH (O-T-O)	RECOMMENDED POSTING
078/275	N'1P	2	79	REED ROAD	WGSTALTON BROOK	18'-6"	E-2
1998/I78	W-C	1	51	PLACES MILL ROAD	SUNSET LAKE OUTLET	24'-0"	G2; NARROW BRIDGE
14 U222	NkF	1		LOON COVE ROAD	WATSON BROOK	III-o"	NO POSTING REQUIRED
165/121	PSC	1	73	COFFIN BROOK ROAD	COFFIN BROOK	27'-4"	NPR
180/1 11	CRF	1	73	COFFIN BROOK ROAD	COFFIN BROOK	Z 1'-6"	NPR
L821072	CRFI		52	HOLLYWOOD BEACH ROAD	BROOK	16'-0"	NPR
I93/289	CS	1	118	ROBERTS COVE ROAD	BEAVER BROOK	20'-0"	E-2
199/2'73	MP-A	1	86	DREW HILL ROAD	BEAVER 131000K	15'-0"	E-2
?12/2i59	CF3	2	90	HAYES ROAD	BEAVER BROOK	13'-3"	NO POSTING REQUIRED

REMARKS:

REVIEWED/REVISED: 9/01

Section 10. MISCELLANEOUS REGULATIONS

10.1 It shall be unlawful for any person to occupy, possess, cause to be stored upon (temporary or otherwise) or deposit any personal articles, materials, structures, barrier or waste products upon any public right-of-way without the expressed written permission of the Board of Selectmen.

10.2 It shall be unlawful for any person to install a fence, gate, wall or structure of any type within the right-of-way of a Class or Class VI highway, without the expressed written permission of the Highway Agent. in addition, the Town reserves the right to revoke such permission at any time for any reason.

10.3 It shall be unlawful for person to erect or install a sign (including temporary signs, real estate signs, paintings or rocks or the use of other natural or man-made features as a sign), for commercial advertisement purposes within the right-of-way of a Class V or Class VI highway, to include replacement or improvements to an existing sing which is in violation of the Zoning Ordinance. This Section shall not apply, however, to any political advertising or residential posters which are placed in a manner so as not to violate any other applicable State Laws. The placement of signs for non-profit purposes may be allowed upon written permission by the Selectmen.

10.4 It shall be unlawful for any person to broadcast or emit an amplified voice, sound, siren or recording while traveling upon any public right-of-way, except under the following circumstances: (a) appropriate use of a motor vehicle horn; (b) when necessary to so by any public safety official; or (c) during a parade or special event when authorized by the Selectmen.

10.5 The Town of Alton shall only authorize the issuance of building permits for the erection or installation of structures whereby the primary means of access is by a Class VI highway and the proposed construction is not associated with a subdivision which has been approved by the Planning Board, provided the permit applicant agrees in writing to hold harmless and immune from any liability or damages that may be attributable to the use id said Class VI highway or a lack of accessibility by emergency vehicles, and furthermore, with the understanding that the Town has no responsibility for the maintenance of the Class VI highway or any positions thereof. In addition, the permit applicant shall furnish evidence that notice of the limits of Town responsibility and liability has been perpetually attached to said property and recorded in the County Registry of Deeds, prior to the issuance pf said building permit (NOTE: refer to Alton Planning Board meeting of February 12, 1996 for compliance with the provisions of RSA 674:41).

10.6 It shall be unlawful for any person to directly or indirectly cause water to enter upon the traveled way of a Town highway from private property.

10.7 The penalty for a breach of the provisions of Section 10 shall be a violation and fine or not more than one thousand dollars ($1,000.00), per day, or portion thereof in which a violation continues, in accordance with State Law.

10.8 Any object found to be in violation of the provisions of this Section shall be subject to being immediately removed at the owner's expense.

10.9 Any person found to be in violation of the provisions of this Section shall be presumed to be responsible for any and all associated physical damages as may be determined by the Highway Agent and shall be liable for the cost of restoration of the right-of-way to a condition satisfactory to the Highway Agent. In addition, persons violating this section may be held liable for any personal injuries or damages which may result from non-compliance in accordance with the provisions of RSA 231:109.

10.10 Any person aggrieved by a decision of the Highway Agent to impose liability or make repairs as a result of enforcing the provisions of this Section may appeal such a decision to the Board of Selectmen.

10.11 Notwithstanding the authority of the Highway Agent to maintain a Class V highway in a safe condition, the provisions of the Section may be enforced by any duly authorized law enforcement official to the extent permitting by law.

Section 11. RIGHT-OF-WAY PERMITS

11.1 The Town hereby requires specific permits for any of the following activities:

(a) Travel upon a Class V or Class VI highway by heavy equipment for logging or construction activity.

(b) Installation of a culvert, dam, drainage device or bridge within a Class V or Class VI highway right-of-way

(c) Any type of excavation, digging or disturbance of soil, vegetation or road surface which takes place within a Class V or Class VI highway right-of-way.

(d) Travel upon a Class V highway by a motor vehicle or trailer which exceeds the posted weight limit, including travel over designated roads during a declared "Road Weight Limit Emergency"

(e) Installation of relocation of a utility device such as a pole, underground cable, waterline, septic line or any other utility device without a license approved by the Selectmen.

(f) Installation or relocation of a recreation facility or landscaping device such as fence, gate, wall, curbing, light pole, vegetation, etc.

(g) Travel upon a Class V or Class VI highway by unregistered vehicles of OHRV's in accordance with the provisions of RSA 215-A

11.2 The Highway Agent shall have the initial responsibility for approval or denial of all permits required under this Section.

11.3 Any person required to apply for a permit under this Section shall also be required to post a surety to be used in the event of any damages to a Town highway resulting from the permitted activity.

11.4 Surety amounts shall be determined by the Highway Agent, provided the minimum surety amount shall not be less than one hundred dollars ($100.00) and the maximum surety amount shall not exceed ten thousand dollars ($10,000.00) The Highway Agent shall promulgate guidelines for determining surety amounts and he/she may accept bonds in lieu of a liquid asset surety in such amounts as may be necessary to repair any likely damages.

11.5 All Forms of surety shall be made payable to the Town of Alton. Said sureties shall be held in the custody of the Finance Officer, to be released upon authorization from the Highway Agent within ninety (90) days after the permittee has notified the Highway Agent that the activity has been completed and no physical damages are evident. In addition, the permittee may petition the Highway Agent to release the surety immediately upon completion if no physical damages are evident.

11.6 It shall be the permittee who shall be responsible for any damages, repairs of fines applicable under these polices and regulations. In cases where no permit exists, the Town reserves the right to institute legal proceedings and claims against the violator and/or the property owner.

11.7 Except where otherwise noted, no activity within a Town right-of-way shall take place in relation to an activity covered under the Section prior to an application being approved by the Town of Alton. A copy of the application (as contained in Section 16 of these polices and regulations) with an indication of al actions taken by the authorized Town Official shall be sent to each applicant with twenty-one (21) days of receipt by the Town.

11.8 In event the Town fails to respond to a permit application within twenty-one (21) days from the date the initial submission is received, the applicant may proceed without being required to comply with the terms of these polices and regulations, however, nothing in this Section shall be construed as relieving the applicant of his/her legal responsibilities to repair any damages.

11.9 Under no circumstances shall a permit be issued under this Section for any purpose which requires access onto of off of a public right-of-way unless the applicant has a valid Driveway Permit.

11.10 In the event a logging operation will require travel by heavy equipment over a Town right-of-way, the Selectmen shall delay action on any "Notice of Intent to cut" for the maximum thirty (30) day period unless a valid permit has been issued under this section.

11.11 The Code Official shall not issue any permit which requires heavy equipment travel over a Town Right-Of-Way unless a valid permit has been issued under this Section.

11.12 Only one permit shall be required for any activity covered under this Section.

11.13 Any applicant may appeal a decision of the Highway Agent under this Section to the Board of Selectmen within ten (10) days of receipt of the decision. The Selectmen shall then review the decision during the next regularly schedule, duly posted, public meeting, at which time the applicant shall be permitted to address the Board. However, any applicant that proceeds to work without a permit shall forfeit their right of appeal.

11.14 In the event physical damages have been found to exist, the Highway Agent shall determine the nature of any repairs to be made at the expense of the permittee. Nothing in this policy shall be construed as a limit upon the landowner or permittee of their rights to seek any claims against the person(s) responsible for any damages, but the Town shall not be made a party to such claims.

11.15 If physical damages have been declared to exist, the Town shall notify the permittee in writing of the location and the extent to which repairs shall be made. Said permittee shall then have thirty (30) days to complete all repairs to the satisfaction of the Highway Agent, otherwise, the Town shall initiate a claim against the permittee and use the surety.

11.16 In the event a claim is made against a surety held by the Town, the permittee shall be entitled to a refund of the remaining amount after (if any), less a two percent (2%) administration fee. The Town reserves the right to file additional claims against the permittee and/or person(s) responsible for damages in the event the amount of damages exceeds the surety amount.

11.17 The burden of proof that work or damages has not occurred within a right-of-way covered under this Section shall fall upon the landowner, permittee or transportation company. Although survey documents are not a requirement, plans stamped by a licensed land surveyor shall be given due consideration as an indicator of actual ownership. And, absent any evidence to the contrary, the Town shall assume ownership or control over al land to which the Town holds a deed, within a public right-of-way as measured based upon overall width from the centerline of the traveled way or between rock walls.

11.18 In the event of any damages within a Town right-of-way, the person(s) responsible must contact the Highway Agent within two (2) hours of the incident or any existing permits shall automatically be rescinded.

11.19 Any permit granted by the Town is provided on the condition that the Town shall be indemnified and furthermore, the permittee shall hold the Town harmless for any claims or damages which may result from any activity which takes place under the auspices of the permit.

11.20 Permit holders shall have copies available in every vehicle to which the permit shall apply.

11.21 Copies of permits issued under this Section shall be forwarded to the Police Department and Inspections Department.

11.22 Notwithstanding the authority of the Highway Agent to maintain a Class V highway in a safe condition, the provisions of this Section shall be enforced by any duly authorized law enforcement official to the extent permitted by law.

11.23 In the interest of road protection, the Highway Agent, may revoke any Right-of Way permit at any time upon notice to the permittee, die to extenuating circumstances such as weather, emergency maintenance operations or other unforeseen events.

Section 12. MAINTENANCE, REPAIRS, RECONSTRUCTION & DRAINAGE

12.1 It shall be the policy of the Town to maintain and repair Class V highways in so much as possible with the manpower, equipment and resources available. However, noting in the Section shall be construed as an obligation on the part of the Town to be liable for any lack of maintenance or repairs as may be permitted by State Law.

12.2 The Town shall not maintain any Class VI highways or any other roads that are not listed in the Town Inventory. (See Section 8) However, nothing in this Section shall prohibit the Town from performing maintenance on Town owned parking areas.

12.3 The following policy is made with regards to Winter Roads: prior to October 1st of every year, the Highway Agent shall notify, in writing, appropriate abutters to Winter Roads of all deficiencies in surface conditions which must be corrected at the expense of the butters, prior to winter maintenance by the Town taking place. If the conditions are not corrected to the satisfaction of the Highway Agent on or before November 15th, the Town shall not perform any winter maintenance, nor shall the Town assume any liability whatsoever for damages which may result die to a lack of maintenance.

12.4 It is the responsibility of every motorist to operate a motor vehicle in a reasonable and safe manner, based upon road and weather conditions. The Town assumes no responsibility for poor judgement or lack of due care which may result in property or personal damages as a result of travel on a public highway, including but not limited to winter hazards, road reconstruction activity, missing or malfunctioning traffic signal devices, poor drainage, washboards and other surface conditions, fallen trees, lack of guardrails, broken or defective guardrails, frost heaves, debris, rocks, ledge, mud, dust, animals in the road and sand, etc.

12.5 The Highway Agent shall respond to al written or verbal notifications of highway or sidewalk insufficiencies in the following manner:

(a) Within eight (8) hours, cause proper danger signals to be placed to warn persons of the problem by day and night; and

(b) Within seventy-two (72) hours, develop a plan to make necessary repairs; and

(c) Implement the repair plan in good faith and with reasonable dispatch until the problem is permanently fixed.

12.6 The time period for a "Notice" shall begin whenever any Town official discovers an insufficiency or is notified by a member of the public (whether in writing or over the telephone or in person) that a hazard exists.

12.7 The Town shall not be liable for damages, nor shall the Town pay any monetary amounts (absent a court order) for damages which may result from a hazard for which the Town had no previous notice or knowledge thereof.

12.8 The Town shall not be liable for any damages, nor shall the Town pay any monetary amounts (absent a court order) for damages which may result from snow or ice hazards, provided the Highway Agent is responding to inclement weather conditions in accordance with the following procedures:

(a) Top priority shall be given to winter maintenance on primary travel routes as listed below:

Alton Mountain Rd

Alton Shores Rd

Avery Hill Rd

Chestnut Cove Rd

Coffin Brook Rd

Dudley Rd

Fort Point Rd

Halls Hill Rd

Muchado Hill Rd

New Durham Rd

Old Wolfeboro Rd

Prospect Mountain Rd

Rand Hill Rd

Roberts Cove Rd

Route 11-D Rd

Stockbridge Corner Rd

Traskside Rd

Valley Rd

Woodlands Rd

(b) Preference shall then be given to emergency maintenance situations based upon a determination that imminent harm may be likely to befall the general public.

(c) In most circumstances, sanding operations will not begin until snow removal has been completed to the greatest extent possible.

(d) As a general rule, the Town will use salt sparingly at the sole discretion of the Highway Agent, and in a manner similar to the application of sand.

(e) The following paved Class V highways will not receive any de-icing agent applications, Including salt, except under extraordinary circumstances as may be determined by the Highway Agent:

Alton Mountain Rd (in the vicinity of Morse Farm)

Barnes Ave

Coffin Brook Rd

Gilman's Corner Rd (between Route 28 and Drew Hill Rd)

Jesus Valley Rd

Powder Mill Rd

Quarry Rd

Rand Hill Rd

Range Rd

Rines Rd

River Lake St

Route 11-D

Stagecoach Rd

Tom Rd

12.9 The Town shall conduct snow and ice maintenance on public sidewalks only upon completion of highway maintenance operations to the extent that manpower and equipment is available.

12.10 During such times as when the Highway Department is performing winter maintenance operations, on duty Police Officers shall monitor the Highway Department radio frequency.

12.11 In the event of reports of hazardous road conditions or during inclement weather situations which occur when the Highway Department is no on-duty, the following procedures shall be used:

(a) Investigations and monitoring shall be conducted by Police Officers;

(b) The on-duty Police Officer shall use his/her best judgement to determine if the Highway Agent or acting representative needs to be contacted;

(c) A hazard shall only be declared when road conditions pose a clear and immediate danger to motor vehicle travel when unsafe at an appropriate speed;

(d) The Highway Department respondent shall be given precise and accurate directions to the scene of a hazard, to include a description of the nature of the hazard.

12.12 The Town shall not be liable for any damages, nor shall the Town pay any monetary amounts (absent a court order) for damages which may result from snow removal operations to private property, structures, fixtures or landscaping improvements which are located within a right-of-way.

12.13 The Town has no duty of care whatsoever with respect to the construction, maintenance, or repair of Class VI highways, roads closed subject to gates and bars, discontinued highways. The Town may, however, at its own discretion, seek to enforce any applicable regulation or its rights of ownership as they may pertain to such rights-of-way to prevent conduct which may be detrimental to public safety or result in damages.

12.14 The Town has no duty of care whatsoever with respect to the construction, maintenance, use, obstruction, repair or enforcement of deed covenants pertaining to private rights-of way. The Town will not intervene or get involved in disputes with regards to such matters.

12.15 The Town shall not hold liable for any damages, nor shall the Town pay any monetary amounts (absent a court order) for damages which may result from (a) acts or omissions resulting from adherence to these policies and regulations; (b) acts or omissions constituting the exercise of a legislative or judicial function; and (c) the exercise of an executive or planning function involving the making of a basic policy decision which is characterized by the exercise of a high degree of official judgement or discretion.

12.16 In all cases where the Town does not possess deeded drainage easements, it shall be presumed by the Town that all existing highway drainage devices (as of January 1, 1995) which pass onto private property from a Town right-of-way have been heretofore previously established by prescription, and that these prescriptive rights shall exist in perpetuity to be improved, maintained and reconstructed as may be necessary.

12.17 In so much as possible, the Town shall use the drainage easement from contained herein whenever a non-existing drainage means is required for the safety of the public.

12.18 In cases where a person wants the Town to reduce or eliminate its level of road maintenance through a change in highway status, petitions may be submitted in the form of a warrant article for consideration by the voters at the next annual Town Meeting.

12.19 The Highway Department is hereby authorized to remove any and all trees, other vegetation (including soil and lawns) or structures within a Town right-of-way, to the extent that such acts are necessary for public safety and road maintenance. The Town shall notify all abutting landowners with road frontage of pending tree removal operations, at least seventy-two (72) hours in advance, except in the event of an emergency or when the Town possesses a warranty deed to the right-of-way in which case the Town may proceed without prior notification. Landowners along easement right-of-way who do not object in writing shall be deemed to have authorized the Town to cut and shall waive any claims for damages, or they may petition the Selectmen for compensation. Landowners along easement rights-of-way who prevent the Town from removing trees shall be liable for any damages which may result. Trees which have been cut shall be stacked in four foot (4') lengths adjacent to where they have been cut, for landowner use. All other brush, woodchips and debris shall be conveniently and neatly disposed, except for stumps which shall be only removed by the Town if necessary for road maintenance. Landscaping improvements may be repaired by the Town to the extent that budgeted funds are available, except for structures which were not previously authorized. The Town shall restore legal driveways and repair historic rock walls when impacted due to its road maintenance operations.

12.20 The removal of illegally disposed of trash from Town rights-of-way, shall be the responsibility of Highway Department employees during the normal course of operations, upon being made aware of a problem. However, during such times as when trash is found on a Town right-of-way in such a manner as to pose an immediate threat to public safety when the Highway Department is not on-duty, the responsibility for removal of such items shall be with the Police Department. The Animal Control Officer shall be responsible for the removal of dead animals upon notification by any person.

12.21 The Board of Selectmen may, upon request for a traffic warning sign on any public street or street name sign on a private road, authorize the Highway Department to install such signs as may be deemed appropriate, provided there is an overwhelming public safety issue and the person making the request agrees to purchase the sign, post, brackets etc. In addition, the Highway Department may replace any such missing sign previously installed, provided no public funds are used to purchase any materials. The provisions of Section 9.8 shall also apply to this Section.

12.22 During such times as the Town has contracted for or is engaged in maintenance activates on any Class V Highway, the highway Agent is authorized to temporarily close said road by erection of barricades and/or signs. Residents of the road will be accommodated to the greatest extent possible.

12.23 During such times as adverse weather conditions render public passage over a Class V or Class VI highway as unsafe or if irreparable damage to a Town road is likely to result from vehicle travel regardless of weight, the Highway Agent is authorized to temporarily close said road by the erection of barricades and/or signs.

12.24 The Town shall not be liable for any damage which may result from any person ignoring a road closed sign. The penalty for a breach of Section 12.22 or 12.23 shall be a violation and a fine of not less than fifty dollars ($50.00) nor more than one hundred dollars ($100.00), in accordance with State Law.

12.25 The Highway Agent shall be authorized to repair private driveways by installing fill and gravel in order to restore access to private property if a wash-out has occurred as a result of a deficient drainage structure. Located within Town right-of-way. Under these circumstances, the Town shall not install or pay for the installation of pavement, nor shall the Town assume any responsibility for clean-up.

Section 13. SNOW OBSTRUCTIONS

13.1 It shall be unlawful for any person to put or place or cause to be put or place any snow or ice upon the surface of the traveled portion of any Class V Highway or public sidewalk. The provisions of this Section shall not apply where snow or ice is pushed across the traveled surface of said highway or sidewalk for the purpose of snow removal from land adjourning said highway or sidewalk.

13.2 It shall be unlawful for any person to purposely or knowingly put or place or cause to be placed any snow, or ice, or other debris which covers a fire hydrant so as to make it inaccessible for immediate use in the event of a fire.

13.3 The penalty for a breach of this Section shall be a violation and fine for a first offense of not less than twenty-five dollars ($25.00) and the minimum fine for any repeat offenses shall be not less than fifty dollars, nor more than one hundred dollars ($100.00)

13.4 It shall be the policy of the Town to hold the property owner from which the violation is taking place to be liable for any penalties imposed under this Section in the event that the culpable party cannot be identified.

WINTER REMINDER TO PROPERTY OWNERS

FROM THE GOVERNOR'S COMMISSION ON DISABILITY PARKING COMMITTEE

It is illegal to pile snow into an accessible parking space or access aisle.

Accessible parking spaces and access aisles must be cleared within 24 hours of an adverse weather event.

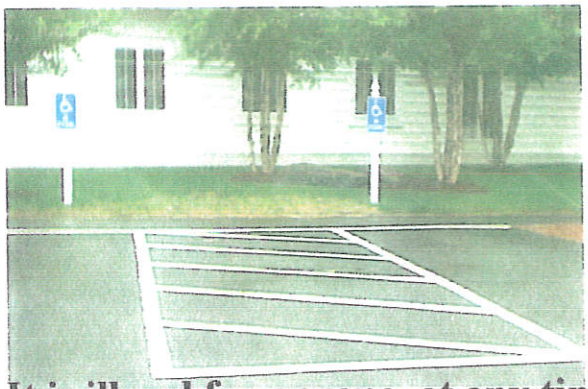
Signs designating accessible parking spaces and access aisles that are relocated for the purpose of snow removal must be immediately returned after the weather event.

The route of travel from the accessible parking to the accessible building entrance must be kept clear of snow and ice.

Obstruction of an access aisle or parking place reserved for persons with a walking disability carries a fine of up to $250. (RSA 265:74-a)

New Hampshire's residents and visitors will thank you!

For additional information contact Governor's Commission on Disability: 603-271-4177 or disability@nh.gov



It is illegal for anyone, at any time, to park in the striped access aisle!

Rec'd 12.2710

TOWN OF ALTON
HIGHWAY DEPARTMENT

Standard Operating Guidelines for Winter Maintenance Snow and Ice Removal

Governing Laws: RSA 41:11, RSA 47:17, RSA 2231:92-a and RSA 507-B-2b

Approved Date: February 14, 2011

Policy: It is the intent of the Town of Alton to provide timely, efficient, and cost-effective winter maintenance, snow removal, and ice control on the roadways of the municipality for the safety and benefit of the Town's residents, businesses and the general motoring public

Procedure: the objective stated above will be achieved by implementation and execution of the procedures and tasks outlined in the Town of Alton Winter Operations Snow removal and Ice Control Procedures. Due to the many variables that are inherent in New England weather, each storm and / or weather event may require slightly different efforts and or emphasis on any number of maintenance tasks, which together, determine the overall winter maintenance, snow removal or ice control.

Level of Services: It is difficult to maintain the snow / black ice on roads and sidewalks during a storm. It is the intention of the Town of Alton to provide practical, safe access to homes, businesses and municipal facilities during a winter storm within the confines of budget limitations.

It is the policy to start snow removal operations upon an accumulation of two inches of snow fall. The Highway Agent or his/her designee (example: Unit 2), may at his /her discretion, based upon weather information reports elect not to remove snow until there is a greater or lesser accumulation. Pre-treatment and ice control may be addressed prior to the actual snow beginning, during the actual storms as seen effective, and after the storm. It should be noted that the salt has a much slower effect on melting snow and ice at temperatures below 25 degrees and may not be applied without additives until it is warmer.

Command: Direction of all winter maintenance activities for the Town of Alton is vested with the Highway Agent or his /her designee (example: Unit 2)

Execution: The policy outlined above is intended to serve as the normal operation procedures for the winter maintenance, snow removal and /or ice control for the Town of Alton.

One or more of the following, which may delay or prevent the implementation of this policy, may affect any part of or all of this policy:

1. Equipment Breakdown
2. Snow Accumulation in excess of 1 inch per hour
3. Traffic congestion
4. Emergencies
5. Illness or Absences of Personnel
6. Budget constraints
7. Extensive operations w/ an exhausted crew

Adoption: This policy is effective as of February 14, 2011 and supersedes any policy issued. All residents are encouraged to familiarize themselves with the content as it describes the condition that one might expect to encounter before, during and following a winter storm event.

WINTER OPERATIONS SNOW REMOVAL AND ICE CONTROL PROCEDURES

(Includes Paved, Gravel and Sidewalks, Solid Waste Facility and Parking Areas)

Equipment: The Highway Department utilizes all the assets needed to address snow emergencies.

A list of the current rolling stock assets is included in the appendix. The Town owns (3) 36,200(GVW) vehicle weight (GVW) trucks, (2) 57,220(GVW) Trucks and (1) One Ton 19,500(GVW) truck, all which have mounted hydraulic powered sanders with wings and front plows. One Town pick up Truck, backhoe, loader and pieces of specialty equipment complete the snow and ice fighting force.

Routes: Currently, the town is divided into nine plow routes and nine treatment routes. There are a total number of 169 road miles in the Town of Alton. Town maintained roads are comprised of 92 road miles, which include 22 miles of graveled roads and 70 miles of paved roads. Town roads not maintained in the winter include Class VI roads. In addition, there is 1 mile of private roads that the Town does winter maintenance only (Plow and sand). State roads in town include 35 interstate road miles. In good weather conditions it will take 4-6 hours to complete a plow route.

Manpower: The Town has 12 full time employees assigned to winter maintenance operations.

Town of Alton –Winter Maintenance Snow Removal and Ice Control Standard Operating Guidelines
February 2011

Materials: The department uses approximately 588 tons of salt and 5,342 cubic yards of sand each season. The sand is used as an abrasive for paved and gravel roads and applied to improve the public's motor vehicle traction. On paved roads, salt is tightly spread at approximately 200lbs. per lane mile to allow it to create liquid salt brine. The department employs salt as a de-icing agent. In the "low Salt Areas" designated in town, only sand is used and only when necessary and salt is applied only in extreme icing conditions. Unless weather conditions require a different approach, winter maintenance routes are routinely treated with sand/salt (paved roads) and sand (gravel roads). When silting paved roads, we typically treat @ approximately 200lbs per lane mile. Sand is spread at a higher ratio of 750 to 1,000lbs per lane mile when needed. When salt is applied it creates brine on the road surface that reduces snow compaction on the paved roads. Applying salt to gravel roads has a negative impact and can create mud. The road crown and the vehicular traffic further assist with the distribution of the brine. Salt becomes less effective as the temperature drops.

The Town uses sand during extreme cold temperatures (once it drops below 15-18 degrees fahrenheit) on all roads. During extreme cold, the Town will only use sand and only where needed. Our Sand is mixed with salt in a ratio of 20/1 (20 parts sand to one part salt). This helps to prevent the sand from freezing in the spreaders of the trucks and in the sand stock pile. During extreme sub-zero temperatures even this mixture will freeze.

Our sand supply is bid out every 3 years. Following bid requirements and award, the sand is trucked in to our storage facilities throughout the winter season, as needed. Rock salt is purchased through a supplier, as needed, at state bid price, and is trucked in to our storage facilities throughout the winter season by the supplier. Our building storage facility is capable of storing approximately -160+ tons of salt.

Communications: The Highway Department rolling stock is equipped with two way radios capable of transmitting and receiving on frequency 156.135. Every employee is assigned a unit number. Any private contractors working for the town communicate with the highway dept. via a Town 2 way radio. Communication equipment used by the Police, Fire and Highway Dept. allow for communication between departments.

Schools: The Highway Department is NOT responsible for the clearing of snow or for winter maintenance or treatments of the district school's access roads and parking lots; this is done by private contract under the administration of the School District. However, on days when school is in session, our winter maintenance efforts on our town roads must be timed to coincide with bus routing and delivery.

Schools, continued: During a winter snow event, the bus company calls the Highway Dept. and asks the Highway Agent or his/her designee (example Unit 2) for information on the road conditions. We relate information on conditions of our town roads and the bus company then relays that information to the superintendent of schools. The superintendent of schools then makes the decision whether to close school or to delay opening and for how long a delay. There are 3 Towns included in the local school district so information must come from all 3 Highway Departments as the conditions may vary from Town to Town.

Winter Parking Ban: The Town of Alton has an ordinance (Section 9-9.2.D.1a) that enacts a winter parking ban every year from November 15th to April 1st between the hours of 10PM and 6AM. This ban prohibits parking in or on any town road or in any town right of way during those times. Any vehicle so parked as to obstruct such snow plowing and or snow removal operations may be towed by the Town of Alton Highway Dept. at the expense of the vehicle owner, unless specified exempt by the Town of Alton Highway Dept. The purpose of this winter parking ban is to allow winter maintenance crews unobstructed snow removal and ice control routes as much as possible and to maintain the maximum effectiveness of their efforts. The penalty is a fine not to exceed $25.00 (Twenty- Five Dollars) for each violation.

Placing of Snow: The placing of snow on the road surface of any public roads within the Town of Alton is prohibited. Pursuant to RSA 236:20, any person who shall place or cause to be placed, any snow or ice, upon the surface of any Class 4 or Class 5 highway or road way of the Town of Alton, shall be subject to a fine and reimbursement to the Town for any expense incurred in the clean up of said violation.

Plow Routes Priorities: With a total of 92 miles of Town roads to remove snow and ice from and 9 pieces of equipment to handle this responsibility, the Highway Dept. needs to assign priorities for winter maintenance route activity in order to maximize the effectiveness of their efforts for the motoring public.
School bus routes are given the first priority during school days. Each plow route will ensure that the best possible snow clearance will be completed within 1 /2 hour of bus route time. Second priority is given to the public parking areas: Town Offices, Town hall, Library, Police Station and Fire Stations will be maintained by plowing during winter storms. (The application of slip resistant materials will be applied after the storm as determined by the Highway Agent or his /her designee (example: Unit 2)

Solid Waste Transfer Station / Recycling Center: If the facility is open to the public during a snow or ice storm, personnel will plow/shovel/snow blow this area prior to opening for public use. All public areas shall be kept as clear as possible to provide as safe as an access is reasonably possible. Sand and other slip resistant materials shall be used in public areas. It will often not be possible to maintain clear ground, but a reasonable effort will be made during storms.

Alton Roads Not Receiving Winter Maintenance: The Town of Alton does not maintain a number of roadways as part of its ongoing winter maintenance activities. The areas NOT maintained by the town include:

- Town roads classified as Class VI roads
- Most Private roads
- State maintained roads and number routes

Post Storm Operations: As determined by the Highway Agent the snow banks resulting from previous storm snow accumulations shall be pushed back, or shelved, using the plow and wings of dump trucks, grader or other suitable equipment to make space for snow removal from future storms. Priority will be given to pushing / shelving banks of snow at intersections for public safety prior to snow removal at the Alton Bay Parking areas.

Damage to Private Property: It should be noted that the municipality is not held responsible for damages to any private property that is located within the town right of way (ROW). The ROW is often 25' wide from the center of the road, but most often property owners are confused and consider this their own property. In most cases, the ROW extends 10 to 20 feet on either side of the paved or gravel road. Homeowners cultivate extensions their lawns, place mailboxes, fences or stone walls with in this ROW area, which may improve the appearance of their property or the street, but it is obstructive to a good maintenance operation being conducted on the roadway.

Homeowners should not put bark mulch, crushed rock, stone walls, fences (visible and invisible) irrigations systems, trees, lawns or planting in the town right of way. The Town is not liable for any damage that may occur to property within its right of way. Many items interfere with heavy equipment and can become a hazard for vehicles and pedestrians. They often cause drainage failures and thereby road deterioration.

Location of Mailboxes: Mail and newspaper boxes are allowed at the owners risk within the right of way for the purpose of convenience. The United States Postal Bulletin 22102 states "The Postal Service suggests using a semi-arch or extended arm support which allows snow plows to sweep near or under mailboxes without damaging supports and provides easy access to the mailboxes by the carriers and the customers" Please refer to the Town of Alton complete Mailbox Replacement Policy attached:

The following are suggestions for reducing the possibility of damage and liability:

- Mailboxes should, whenever possible, be installed at least 3 feet from the edge of the pavement or road edge.
- Installation should be sufficiently sturdy to withstand the weight of heavy snow resulting from coming off a plow and hitting the mailbox and post during winter maintenance plowing operations.

Sidewalk Snow Removal: Sidewalk snow plowing will be done at the end of the snow or ice storm, within the limitations of manpower, equipment and storm size. If there are insufficient personnel available to conduct sidewalk snow removal operations, as well as street and road clearance, the street and roads will take priority. The Town of Alton has approximately 3 miles of sidewalks. During a large snow event it could take more than a day after the storm to open them up for pedestrians.

This Policy has been approved by the Board of Selectmen on this 14th day of February 2011

TOWN OF ALTON HIGHWAY DEPARTMENT

SUGGESTIONS TO HOMEOWNERS FOR PLACEMENT OF ROADSIDE MAILBOXES

Please be assured that our crews try to avoid damaging any mailboxes. However, during long winter storms and especially during heavy accumulation it may unavoidably occur. We don't want this to happen and neither do you.

The following suggestions may be helpful to property owners to increase their awareness of the placement of mailboxes to avoid the possibility of damage by Town Snow Plowing Equipment during winter road plowing and road maintenance operations:

1. Location is Key! The placement of mailboxes close to the road, near the ditch line, pavement edge and /or next to culverts that must be kept open may unavoidably lead to mailbox damage or destruction. RSA 41.11 and RSA 47.17 give cities and towns a broad range of authority to regulate the placement of structures of any kind in the right of way.
2. We suggest mailboxes should be:
   a.) Hung by chains from an overhead structure
   b.) Placed so the entire structure is on the furthest side of any ditch line or at least a 3 foot minimum back from the edge of the pavement
   c.) At least 42" from the bottom of the mailbox above the road surface to allow the plow wing blade to clean the surface of the road under it
   d.) See typical mailbox installation guideline and layout attached
3. Reimbursement: The Alton Highway Dept. cannot monetarily reimburse all citizens for the damage to their mailboxes that occur during normal, routine winter snow plowing operations.
4. Placement of Mailbox: It is the homeowner's responsibility to place their mailboxes in the proper locations and to construct them in a manner to avoid interfering with snowplow operations and keep out of the roadway. Summer Residents should remove their mailboxes prior to their leaving for the season.
   This would be extremely helpful.
5. Damages: Please be aware that we have received calls complaining that our snow plow operators have damaged a mailbox and then found out it was either vandalism or as a result of the private plowing contractor hitting it. Make sure your private plow operator knows the location of your mailbox, the edges of the roads and driveway and location of culverts and any other obstructions he needs to drive around or avoid hitting.
6. Heavy Snow: Unfortunately, pushing heavy amounts of snow off of the road with enough force to clear the roadways may cause the heavy snow to hit a mail box situated too close to the road and damage it by the sheer weight of the snow.
7. Snow Removal: The Town snow plow operators and sidewalk tractor operators have to keep the roads and sidewalks open and cleaned off. Unfortunately it does not always coincide with property owner's schedules for removing snow from their driveway or mailbox.
8. Where's the Mailbox! We appreciate your understanding regarding mailbox placement especially during heavy snowfalls. Keep your mailbox dug out and visible so you get your mail and we can see where it is, It may be helpful to mark your mailbox on top with some kind of marker extending up an above the snow bank to aid the snowplow operator in seeing that the mailbox is there under that snow bank!

If you have any question or concerns please feel free to call us at the Alton Highway Dept. 603-875-6808. Thank you for your co-operation

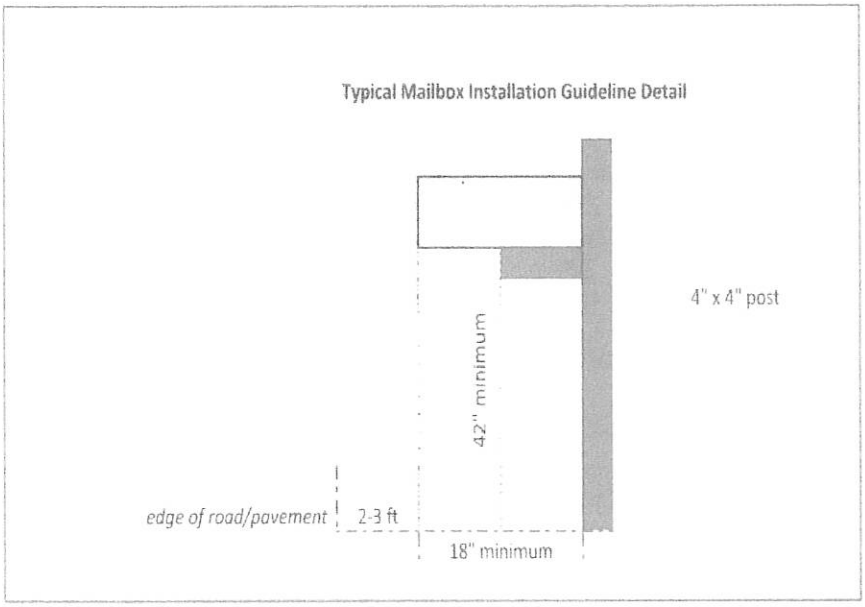
Ken Roberts, Highway Agent

THE TOWN OF ALTON HIGHWAY DEPARTMENT

MAILBOX INSTALLATION GUIDELINES

The Town on Alton will NOT replace your mailbox and/or post if damaged by town equipment during road maintenance or snow plowing operations. The Town does not reimburse residents for any type of custom mailbox set up either.

The following detail provides guidelines to be used in determining the proper distance and height requirements for mailbox installations. Please note that the minimum height from the lowest part of the mailbox to the ground should be 42inches or greater.



MAILBOX SUPPORTS:

Supports for mailboxes should be of adequate strength and size to support the box properly. However, customers should avoid the use of massive mailbox supports that when struck, could damage vehicles, and cause serious injury to any vehicle operator and occupants. Heavy metal posts concrete post, and miscellaneous items of farm equipment, such as milk cans filled with concrete are examples of potentially dangerous supports. The ideal support is an assembly that bends or falls away from a striking vehicle.

POST SIZE & BREAKAWAY:

The Federal Highway Administration has determined that mailbox supports no larger than 4 inches by 4 inches, a 4-1/2" diameter wood post or a 2" diameter standard steel or aluminum pipe buried no more than 24 inches should safety break away if struck by a vehicle. The mailbox must also be securely attached to its post to prevent separation when struck. Although snow plow truck drivers are well trained and use caution when operating the large vehicles, it is inevitable that damage will occur to some mailboxes. property owners must realize that extravagant and expensive mailbox installations are installed at their own risk.

Section 14. FEES

14.1 The fee for a road layout application as described in Section 5 shall be twenty-five dollars ($25.00) plus five dollars ($5.00) per "owner" of abutting property payable upon submission of a petition. In addition, the first petitioner shall be held liable to reimburse the Town for all incidental and related expenses in association with the layout proceedings.

14.2 The fee for a street acceptance application as described in Section 6 shall be one hundred dollars ($100.00) payable upon submission of a petition. In addition, the first petitioner shall be held liable to reimburse the Town for all incidental and related expenses in association with the acceptance proceedings.

14.3 The fee for a driveway permit application as described in Section 7 shall be ten ($10.00) dollars payable upon submission.

14.4 The fee for a right-of-way permit application as described in Section 11 shall be ten dollars ($10.00) payable upon submission.

14.5 The fee for a copy of these policies and regulations shall be five dollars ($5.00) for a resident or taxpayer. The fee for a non-resident shall be ten dollars ($10.00).

14.6 All fees paid shall be non-refundable

14.7 The Selectmen shall periodically review these fees for the purpose of determining reasonableness and the ability to the Town or recover expenses necessary to process applications.

14.8 The Selectmen may waive any and all fees for government agencies, civic or non-profit organizations.

Section 15. FORMS

Town of Alton

Drainage Easement For Flowage Release

Witness, That I /We, _____,
for the sum of one dollar and other valuable consideration, do hereby release the Town of Alton, a municipal corporation with a place of business at Town Hall, Post Office box 659 Alton, NH 03809, in the county of Belknap, the right to construct, maintain, and operate a ditch line(s) for the purpose of water flowage as needed, in the following location(s):

_____

_____

_____

_____.

And I/We do hereby also release to the said Town of Alton, the right to flow water through said ditch line(s) upon my/our land in perpetuity, together with the right to maintain all flowage appurtenances and enter upon my/our land at any and all times for said purposes as described herein, provided that the Town shall be responsible for any damages to my/our land which may result from the repairs or maintenance of said ditch line(s). And providing further, that the following conditions are met:

_____

_____

_____

_____.

Now, therefore, be it known by all persons present, I/We do hereby release the Town of Alton from any claims to damage arising from our incidental to the construction, maintenance and operation of the drainage device(s) described above with the exceptions as stated.
In witness whereof, I/We have hereunto set my/our hands and agree to the terms contained herein, and do hereby acknowledge this instrument to be forever in effect by the signature(s) affixed below. (TO BE SIGNED ONLY IN THE PRESENCE OF A NOTARY PUBIC OR JUSTICE OF THE PEACE)

Attest:_____Date:_____

Attest:_____Date:_____

To The County of Belknap, Registry of Deeds:

The above named_____Did personally appear before me on this the _____Day of_____,20__ And acknowledge the foregoing instrument to be signed and entered into as a voluntary act and deed, before me:

_____

Notary Public / Justice of the Peace
Stamp or seal to be placed here

RECIEVED AND RECORDED:_____ _____

Lisa Waterman, Town Clerk Date

ORM
PA-7
v. 10/99

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

NOTICE OF INTENT TO CUT WOOD OR TIMBER

(RSA 79:10)

For Tax Year April 1, to March 31

SEE INSTRUCTIONS FOR FILLING OUT THIS FORM ON REVERSE

20____ - 20 ____

OPERATION NO.

FOR OFFICE USE ONLY

PLEASE TYPE OR PRINT

Town/City of _____ NH

2 Tax Map No./Lot or USFS sale name & unit #:

_____

3 Is this intent an: Original ☐ Supplemental ☐

Orig. Oper. # _____

4 Name of road from which accessible: _____

_____

5 a Acreage of lot: _____ Acreage of cut: _____

b Anticipated start date: _____

6 Type of ownership (check only one):

a Owner of Land..... ☐

b Previous owner retaining deeded timber rights..... ☐

c Owner of stumpage & timber rights on public lands (Fed., state, municipal, etc.)..... ☐

7 **I/We hereby assume responsibility for reporting all timber cut within 60 days of completion or by April 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign)**

Report of Cut Form/Certificate to be sent to:
OWNER ☐ LOGGER/FORESTER ☐

_____
SIGNATURE OF OWNER(S) DATE

_____
SIGNATURE OF OWNER(S) DATE

_____
PRINT OWNER(S) NAME CLEARLY

_____
MAILING ADDRESS

_____
TOWN/CITY STATE ZIP CODE

Tele. No.: ( ) -

8 DESCRIPTION OF WOOD OR TIMBER TO BE CUT

Species	Estimated Amount To Be Cut	
White Pine	MBF	
Hemlock	"	
Red Pine	"	
Spruce & Fir	"	
Hard Maple	"	
White Birch	"	
Yellow Birch	"	
Oak	"	
Ash	"	
Beech & Soft Maple	"	
Pallet or Tie Logs	"	
Others (Specify)		
Pulpwood:	Tons	or Cords
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Whole Tree Chips		
Miscellaneous:		
Birch Bolts		
Cordwood & Fuelwood		

9 AMOUNT OF WOOD OR TIMBER FOR PERSONAL USE OR EXEMPT.
Not included in # 8 above

10 PLEASE SIGN THE FOLLOWING:

I, _____
(SIGNATURE OF PERSON CUTTING OR RESPONSIBLE FOR CUTTING) (DATE)

_____ ( )
(PRINT NAME FROM ABOVE) (TELEPHONE)

_____
MAILING ADDRESS

hereby accept responsibility for signing and verifying the volumes of wood and timber to be reported by the owner. I have become familiar with RSA 227-J, the timber harvest laws.

SHADED AREA FOR ASSESSING OFFICIALS ONLY

The selectmen/assessing officials hereby certify that:
1. All owners of record have signed intent;
2. The land is not under the Current Use-unproductive category;
3. The form is complete and accurate;
4. Any timber tax bond required has been received;
5. The tax collector will be notified within 30 days of receipt per RSA 79:10;
6. This form to be forwarded to DRA within 30 days.

Amount of Timber Tax Bond Required and Posted:

$ _____ Date: ____/____/____

_____
Signature Selectman/Assessor

_____
Signature Selectman/Assessor

_____
Signature Selectman/Assessor

Date: ____/____/____

FOR OFFICE USE ONLY

Alton Highway Department

PO Box 659…… 80 Letter "S" Rd Alton New Hampshire 03809
603-875-6808 ….Fax 603-875-6809
www.Alton.nh.gov.....highway@alton.nh.gov

PETITION STREET ACCEPTANCE

To the Selectmen:

STREET ADDRESS (PRINT)	PRINT NAME	SIGNATURE
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

PETITION FOR A TOWN ROAD

To the Selectmen of the Town of Alton:

I/We the undersigned subscribers, do hereby submit a petition on this the _____day of _____, 20_____,

And furthermore, I/We hereby represent that for the accommodation of the public, there is an occasion for a Town Road.

NAME OF ROAD (so called):

_____

STATEMENT OF PUBLIC NECESSITY:

_____

_____

_____

_____

_____

_____

_____

_____

TYPE OF TOWN ROAD (Check #1 or #2):

1. [ ] HIGHWAY LAYOUT (indicate type)

   [ ] Proposed road does not presently exist

   [ ] Proposed road exists but not depicted on a plat or plan which has been approved by the Alton Planning Board

   [ ] Winter Road

   [ ] Logging Access Road

   [ ] Summer Cottage Road

2. STREET ACCEPTANCE

Attachments:

1. Petitioner (s) name, address, signature
2. Notarized Title Certificate (s)
3. Description & Maps, Plans Plats
4. Certified Appraisal {Highway Layout only}
5. Draft of Warranty Deed {street acceptance only}
6. Application Fee {highway layout = $25.00 + $5.00 per "owner"} {street acceptance = $100.00}

Section 16. OPERATING PROCEDURE CLASS VI & PRIVAE ROADS PERMIT REQUEST

Approved February 10, 2004

Operating Procedures for Class VI & Private Roads
Building Permit Requests

This procedure covers requests for building permits on existing class VI and Private Roads and would not apply for any road upgraded to town standards under a subdivision.
The object is to process in a fair and consistent manner any requests to build on these roads balancing the rights of the property owner and the impact on government services.

I The property owner will obtain and complete the application form located in the LUPR office. The application and decision forms are attached.

II The application will be forwarded to the following departments for review and comment.

- A Planning Dept
- B Highway
- C Police
- D Fire/Rescue

III **The** application will be placed on the next available planning board agenda.

IV **The** Departments will either approve or deny noting the reasons why they recommended denial of the permit. The class VI and private road review form will be completed and returned to LUPR with the application form.

V **All** reviews should be returned to the LUPR office within 10 days

VI **Upon** review by the planning board, all comments should then be forwarded to the selectmen's office.

VII **The** application along with all of the department comments and recommendation will then be schedule for review and approval by the selectmen on next available agenda.

VIII **Both** the planning board and selectman will notify the applicant that their application is being reviewed to allow them opportunity to attend the meetings.
The applicant will be provided with a copy of the recommendations.

IX **If** the selectmen approve the application then a release form will be prepared
By town counsel for the applicant to sign and returned to board of selectman for filing in the registry of deeds. Upon filing in the county registry, the building inspector will issue the building permit. If the application was approved with upgrade conditions to the road, then these must be completed prior to the building permit being issued. The other option would be for cash security or letter of credit being issued to cover the upgrade requirements. The occupancy permit will not be issued until the upgrades are complete.

X **If** the application is not approved by the selectmen the reasons shall be attached to the application and a copy provided to the property owner. If the property owner can remedy the reasons for the denial, then they may reapply to the board of Selectmen for reconsideration.

Inspection Date_____ Tax Map / Lot _____

Town of Alton
Highway Department
Review of Building Permit Class 6 or Private Road
WORK SHEET

Name_____

Road Name _____

Telephone: Home _____ Work _____Cell _____

Distance from Town or State maintained highway_____

Site Distance of Roadways: _____
(State 400' / Town 250')

Roadway Width: _____
(18')

Ditch Lines: _____
(18" depth)

Sub Grade: _____
(12" depth / 6"-gravel)

Gravel: _____
(6" depth / 1 ½ crushed)

Shoulders: _____
(18" shoulders to back up pavement)

Pavement: _____
(2" binder 1" wear coat / optional)

Grade 10% Less:_____**Turn around Radius**_____

Drainage crossing on roadway from: **Comments:**

_____ _____

1._____ _____
2._____ _____
3._____ _____
4._____ _____
5._____ _____
6._____ _____

APPLICATION FORM
DRIVEWAY ACCESS REQUEST
CLASS VI AND PRIVATE ROADS

Applicant's Name: _____

Applicant's Address:

_____

Day Time Phone:_____Home Phone:_____ Cell Phone_____

Location of property (describe in detain where the propose drive and dwelling is located on the class VI road):

Tax Map: _____ Lot: _____

Please attach a copy of the Tax Map showing location of the proposed dwelling and drive. Also, if a septic design hs been completed for the proposed dwelling, please attach.

Below, Pleae describe any planned improvements to the Class VI road:

Class VI and Private Roads
Department Report Form

To approve the construction of a dwelling on a Class VI or Private Road (RSA 674:41), the Selectmen are required to receive input from the Highway Department, the Police Department, the Fire Department, and the Planning Board. After reviewing the road in question, the individual departments should fill out this form and send it to the Land Use Department, If the department believes that no improvement are required, a representative should sign this form as "approved". If improvements are necessary to allow safe egress to the proposed dwelling, the department should deny the application and address items 1 to 5 below.

Should the application be (please circle): APPROVED DENIED?

Width:

Turnaround:

Road Conditions:

Other:

Person filling out form: Date:

Please return this form to the Land Use Department by:

Alton Highway

To: Board of Selectmen / Planning Board

From: Highway Department

Subject: Building Permit Class 6 or Private Road

Applicant's Name _____

Tax Map _____ Lot _____

Telephone_____ _____ _____
Home work cell

PRESENT CONDITIONS: COMMENTS:

Distance from Town or State Hwy: _____ _____
Site Distance of Road way: _____ _____
Roadway Width: _____ _____
Ditch Lines: _____ _____
Sub grade Gravel: _____ _____
Surface Gravel: _____ _____
Pavement: _____ _____
Shoulders: _____ _____
Grade: _____ _____
Turn Around Radius: _____

_____

Evaluation #_____ Pictures Attached_____

Road **does not** meet town standards_____ Road **meets** town standards _____