



JAMESTOWN
 CHARTER TOWNSHIP
 ESTABLISHED 1849

2380 Riley Street
 Hudsonville, MI 49426
 616-896-8376

Driveway Approval Application (For Driveways of 300 feet or more)

1. Name: _____ Date: _____
 Address: _____ City: _____ Zip Code: _____
 Phone: _____ Email: _____
 Signature: _____

NOTE: The above signature authorizes commencement of review activities by the Charter Township of Jamestown. It authorizes that Township Officials and designees may visit and visually inspect the property on which construction is to take place for the purpose of site analysis prior to commencement of construction. Authorization for site visits is also granted for the purpose of inspection and determining that construction is in compliance with Township requirements, during and upon completion of construction.

2. Street Address (or approximate location) of the property to be served by the driveway.

3. Please provide a readable, scaled drawing showing the following:

- A) The location and route of the driveway and its relationship to existing and proposed structures, existing streets and driveways, property lines and streams within 500 feet of the proposed drive.
- B) Driveway length and width (Width: The minimum cross section width of any driveway in excess of 300 feet shall be twelve (12) feet, consisting of at least 9 feet of travel surface and 1 1/2 feet of shoulder on each side of the travel surface), relative elevations, design specifications of base and surface material and of any culverts or bridges to be used in constructing the driveway. Plans and calculations certified by a registered civil engineer may be required if the project impacts a significant drainage way or involves a stream crossing.
- C) Turnouts: Lengthy driveways with an average cross-section width, including shoulders, of less than twenty (20) feet shall include tapered turnouts for two-way vehicle passing. The turnouts shall be provided at strategic locations at a ratio of one for each three hundred (300) feet increment of driveway length. The turnouts shall provide a combined through and by-pass lane width of at least twenty (20) feet for a length of at least thirty (30) feet.
- D) Turn-Around: Each driveway where the travel distance from the improved public road to the structure is greater than 300 feet shall provide for the turning around of vehicles, either by the use of a circular, T or Y shaped turn around with adequate load support and clear area. The minimum outside radius of a circular turnaround shall be 30 feet and the minimum dimensions for a Y or T shaped turnaround shall be 20 feet by 60 feet.

4. **Attach a copy of the driveway permit issued by Ottawa County Road Commission** or other evidence of compliance with the requirements for driveway placement and construction within the public street right of way.

NOTE: State of Michigan surface water, wetland protection and soil erosion sedimentation regulations may apply if construction activity is within 500 feet of a stream, wetland or other water body. As part of the driveway layout and design process, applicants are advised to contact the Ottawa County Drain Commission at 616-846-8295 to determine if such regulations apply to your activity.

For Office Use Only: _____ Received by: _____ Date: _____

- Completed form (above)
- \$50 Payment included – Make check payable to Jamestown Charter Township
- Ottawa County Road Commission Driveway Permit

Approval by Fire Chief: _____