



City of
GREENFIELD, MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

William F. Martin
Mayor

City Hall • 14 Court Square • Greenfield, MA 01301
Phone 413-772-1528 • Fax 413-773-9593
DPW@greenfield-ma.gov • www.greenfield-ma.gov

ACCESS PERMIT

1. All work shall be performed by owner's contractor. Owner's contractor must be insured to town standards and must obtain an excavation permit prior to any work.
2. Entrances shall be constructed of bituminous concrete and be paved a minimum distance of 10 feet from the edge of pavement. Depth of bituminous concrete shall be a 2.5" base course and a 1.5" top course placed on a 12" compacted processed gravel base. The Engineering Inspector must have a 72-hour notification in order to allow inspection of all phases of the work (call 413-772-1528).
3. Residential entrances shall have a minimum width of 10 feet (12 feet recommended) and a maximum width of 16 feet at the street layout line and shall be constructed with a turning radius of 5 feet on both sides.

Non-residential entrances shall have a minimum width of 24 feet and a maximum width of 30 feet at the street layout line and shall be constructed with a minimum turning radius of 10 feet on each side. The curb radius may change dependent upon type of vehicle use.

Driveways shall have a stopping area of no greater than 4% slope for a distance of 12' back from the edge of the road.

The maximum width, slope and location of entrance shall be determined by the provisions of Greenfield's Zoning Ordinance, Section 6.11.

4. Driveways must be constructed so that no roadway drainage enters the property.
5. When the proposed entrance crosses an existing concrete sidewalk, sections will be removed and replaced with 6" reinforced concrete meeting City of Greenfield's specifications. A representative of the City Engineer shall inspect the sub-base, forms, and reinforcing before pouring and must be present during pouring of the concrete.
6. No portion of the driveway entrance shall protrude into the roadway.

7. Existing berms and curbs shall be repaired and replaced in kind with a similar type of material and construction. If berm is removed, it shall be sawcut or cut with straight “neat” edges with an impact hammer or saw. Any granite curb removed shall be placed in the treebelt for the Department of Public Works salvage (call 413-772-1528).
8. All treebelt areas that are damaged during the entrance installation shall be loamed and seeded.
9. Failure to meet any of the requirements listed on this sheet may result in the City requiring portions of the work to be removed and replaced at the owner’s expense, so as to achieve compliance.

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*The City of Greenfield is an Affirmative Action/Equal Opportunity Employer,
a designated Green Community and a recipient of the “Leading by Example” Award*