

Access Permit Application

(Land Use – Driveway/Road Construction)

Date Received _____

Fee Paid _____

Permit# _____

For Office Use Only

Town of Porter (Rev-3/2026)

THIS PERMIT (A Land Use Review per the Town Ordinance) MUST BE APPROVED BY CODE ENFORCEMENT OFFICER
PRIOR TO THE CREATION OF AN E911 ADDRESS

An application fee must be submitted with this form: See Town of Porter Fee Schedule

Property Owner (required) <input type="checkbox"/> Check Box if primary contact
TAX MAP _____ LOT _____
Name:
Address:
Phone:
Email:
Primary Contact (Name, Email, Phone):
Legal interest in the property (Please state: Deed Book and Page, P&S Agreement, Other (specify)):
Proposed Start (Season/Month/Year):
*Purpose of Driveway/Private Way (Land Use) (use defines standards required below):
Street of Driveway entrance:
Lot road frontage in feet:
Subdivision Name and Lot Number (if applicable): <input type="checkbox"/> NA

NOTE: If entrance is located on State road (**Route 25 or Route 160**), attach a copy of the **Maine DOT** approval. A Building Permit will **NOT** be issued without driveway approval from the Municipality and the DOT, when applicable.

A sketch indicating length and location is to be provided, including the following written information:

Length (approx. feet)		*Width (12'-22')		Surface type (Gravel or Paved)	
*Curbcut width (20'-26')		*Depth of base gravel (6''-15'')		*Depth of finish gravel (0''-3'')	
Distance to property lines (>20' min)	<input type="checkbox"/> Yes	Grade first 75 feet (<3% max)	<input type="checkbox"/> Yes	Grade first 75'-100' (<8% max)	<input type="checkbox"/> Yes
Angle w/road (75-90 degrees)	<input type="checkbox"/> Yes	Total Grade over the length of Driveway (less than 8%, 100' intervals of less than 10%, if necessary)	<input type="checkbox"/> Yes	Is 25' clear of site obstructions, each side?	<input type="checkbox"/> Yes
Site distance Left (approx. - ft)		Site distance right (approx. - ft)		Driveway slope (>1/4" per foot)	<input type="checkbox"/> Yes
Approx. distance to nearest intersection (feet)		Center of New access to center of next driveway (same side) – In feet (*E911 Addressing)		Center of NEW access to center of previous driveway (same side) – In feet (*E911 Addressing)	
Added culverts? (>15" ID)	<input type="checkbox"/> Yes	How many culverts?		Owner owns the initial appropriate culvert sizing and installation*	<input type="checkbox"/> Yes

Code Enforcement to review the proposed use requirements in accordance with Article VI Section 6.6 (Land Use).

Note: Information regarding driveways/private ways are available in Article IV Section 4.2 Standards (Sections A, B and C), Article VI Section 6.3, and in the Subdivision Regulations Article 10.

Applicant signature and date*

CEO signature and date