

Town of Grantsburg

7-2009

Private Driveway/Joint Driveway Permit and Application Permit No. _____

1. **Permit Name:** Private Driveway Joint driveway Fee \$ _____ paid on _____

2. **Permit Type :** ___ From public road to lot only; ___ Complete driveway from public road to building site.

3. **Sketch Plan:** On the back of this sheet indicate the proposed driveway location and size. Indicate nearest Town road name(s), distance to property line, parcel number(s), lot number(s), of lot(s) or parcel(s) to be served by driveway and other information which will aid in locating the driveway on the sketch plan and in the field.

4. Applicant shall place flags outlining the proposed driveway.

5. **Parcel information:** Fire # _____ Parcel # _____ Lot # _____ Address _____

Legal description: _____

6. **Applicant Information:** Name: _____ Phone No. _____

Mailing Address: _____ City _____ State _____ Zip _____

Landowner Information:(if different) Name: _____ Phone No. _____

Mailing Address: _____ City _____ State _____ Zip _____

7. This permit expires 365 days after approval date. The permittee, successors, or future assignees who acquire ownership of this land parcel agree to hold the Town of Grantsburg and it's duly appointed agents and employees harmless against any action for personal injury or property damage sustained by reason of the exercise of this permit and also for any problems of access to and from the public road and the building site(s). It is understood that permit approval is subject to the applicants full compliance with all requirements, specifications and conditions of this permit and all applicable Town of Grantsburg ordinances. A building permit will not be issued until after final approval of the completed driveway.

Applicant Signature _____ **Date** _____

8. **Driveway location inspected by** _____ **Date** _____

Permit is Approved Denied Conditionally Approved. Conditions of Approval: (gravel,culvert,variance, etc.)

9. Final Approval Inspection checklist needed to complete permit application: (to be filled out by inspector)

- Yes No N/A Does the lot or parcel front or abut a public road or a single or joint driveway easement?
- Yes No N/A Has a Driveway Maintenance Agreement been recorded?
- Yes No N/A Has a Variance been applied for, approved and recorded, if required?
- Yes No N/A Has gravel been applied as required?
- Yes No N/A Is a culvert installed if required? If yes----Size installed _____
- Yes No N/A Is there an adequate turnaround or turnout, or bump out if required?
- Yes No N/A Is edge of the driving surface at least 10 feet from the property line?
- Yes No N/A At least 200' from another driveway on same side of road? (if outside subdivision)
- Yes No ___ N/A Is it directly across from another driveway if possible?
- Yes No Does the driveway intersect the public road at a right angle?
- Yes No Is the driveway at least 200 feet from a public road intersection?
- Yes No Does first 20 feet of driveway slope down and away from the public road? (1% min--5% max.)
- Yes No Is the minimum driveway surface width at least 12 feet and the road base width at least 16 feet?
- Yes No Is the minimum width clearance free of trees, etc. at least 24 feet?
- Yes No Is the minimum height clearance free of wires, trees, etc. at least 18 feet?
- Yes No Is the driveway grade a maximum of 10% or less?
- Yes No _____

Final Approval by _____ **Date** _____

Comments: _____

