

**TOWN OF JEFFERSON
DRIVEWAY PERMIT APPLICATION**

Applicant's Name _____ Date _____

Applicant's Address _____ Phone _____

Property Owner's Name _____

Address for proposed driveway _____

Section _____ Town _____ Range _____ Quarter/Quarter _____

The driveway will provide access to STH _____ CTH _____ Town Road _____

If access is to State or County Highway, a permit must first be obtained from County before a Town Permit will be issued. Has County or State Permit been issued if required? YES or NO

Proposed Land Use of Property _____

Provide a sketch on the back of this application of proposed driveway including grade, slope, width, length of driveway, indicated turnoffs if required, and dead end turnaround if required. Specify erosion control procedures to be utilized _____

Specify proposed roadbed base, including depth and type of material _____

The minimum specifications shall apply as defined in the *Driveway Ordinance Number 79*
An inspection fee of \$150.00 is required to be submitted with all applications for a driveway. Seventy-five per cent of the fee will be refunded if the location for a driveway is denied. If second inspection is not up to code, a new application must be submitted, and a new fee will be charged. All driveways shall be constructed in accordance with the requirements of the driveway ordinance and other specifications as may be set forth by the Town Board. The maintenance of the driveway shall be the responsibility of the applicant and/or property owner.

Signature of Applicant _____ Date _____

TO BE COMPLETED BY TOWN BOARD

A culvert (will, will not) be required with a minimum diameter of _____ inches. The above location has been (approved, denied) by the appropriate highway jurisdiction on the _____ day of _____, _____. The Town of Jefferson has inspected the above driveway, and determination has been made that the driveway meets the minimum standards. The Town Board of the Town of Jefferson hereby authorizes that a Building Permit may be issued.

JEFFERSON TOWN BOARD APPROVAL on this _____ day of _____, _____.

ATTEST

Chairperson
Town Clerk