

TOWN OF DUNN

PARCEL #: **28-0610-**_____

DRIVEWAY CONSTRUCTION PERMIT APPLICATION

PERMIT #: _____

SECTION 1 - SITE VERIFICATION

Applicant Name: _____		Contact Number: _____	
Applicant Address: _____		Date: _____	Parcel Acreage: _____
Proposed Driveway Location: _____		Owner Name: _____	
Purpose: <input type="checkbox"/> Residential <input type="checkbox"/> Field Road Access <input type="checkbox"/> Second Driveway <input type="checkbox"/> Other _____ <small>(Bldg. site verification not required)</small>			
Road that will be accessed: _____ on the North South East West <small>(circle one)</small>			
Driveway will provide access to: <input type="checkbox"/> US/Co. Hwy Permit # _____ <input type="checkbox"/> Town Rd. <input type="checkbox"/> Private Rd.			
Does property owner own proposed driveway road frontage?: <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(If no, attach copy of easement.)</small>			
Bldg. Site Verification	Date	Comments	

SECTION 2 – DRIVEWAY RESURFACING ONLY

The undersigned applicant as owner, or as owner’s agent, does hereby attest that all driveway resurfacing work will not alter the existing slope, elevation, or where the driveway meets the road. The undersigned attests that all information provided is true and accurate.

Signature of Applicant	Date
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SECTION 3 - SUBMITTAL REQUIREMENTS & CONSTRUCTION APPROVAL

Owner MUST submit or comply with the following:

- Erosion control permit and shoreland zoning permit if required by Dane County.
- A plan showing the length and width of the driveway; the relationship of the driveway to property lines, any structures and existing roads; the location and size of any culverts; and the location and structure of any retaining walls. The Town Public Works Foreman may request additional information regarding the radius of any curves, the slope of the driveway, substrata, and other necessary information.

Driveway construction MUST comply with the Town of Dunn’s Driveway Ordinance Specifications Below:

- Driveway must be constructed in a way which prevents the diversion of water onto roads and lands of other persons and so that vehicles approaching or using it have adequate sight distance along the road.
- Driveway must be sloped in such a way which will not prevent safety vehicles from accessing the property.
- Driveway finished surface is at least 24 feet in length.
- Erosion control requirements have been implemented.
- Ditches along the road right-of-way must be restored and seeded.
- Culvert with a diameter of at least 18 in. and 24 ft. in length is accompanied with end walls and slight dip just before the culvert. No culvert necessary, waived by _____.
- Driveway is at least 20 feet from nearest driveway and at least 10 feet from the property line unless a variance is granted by the Town Board. Town Board Approval Date: _____.

For Full Ordinance Specifications, Please Refer to the Town’s Driveway Ordinance

The undersigned applicant as owner, or as owner’s agent, hereby attests they have read a copy of the Town’s Driveway Ordinance, that all information provided is true and accurate, and agrees to construct the described work in accordance with the Ordinance and plans specifications filed.

Signature of Applicant	Date
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SECTION 4 - FINAL APPROVAL (OFFICE USE ONLY)

<input type="checkbox"/> Resurfacing only - no change to slope, elevation, or where the driveway meets the road.		
<input type="checkbox"/> The proposed field road meets the Town’s minimum standards. The field road is authorized for agricultural use.		
<input type="checkbox"/> The proposed driveway meets the Town’s minimum standards. Dane County Zoning is hereby authorized to issue a zoning permit this _____ day of _____, _____.		
Notes/Waivers	Date Permit Issued	
Public Works Foreman Approval & Signature	Permit Fee	Receipt Number