

TOWN OF VERONA
◆ DRIVEWAY CONSTRUCTION PERMIT APPLICATION ◆
(Driveway Ordinance #2004-02)

Applications for a driveway construction permit **cannot** be processed until the lot is legally created. A certified survey map (CSM) or final plat that has been signed and recorded must be on file with the Town before a driveway application may be processed.

This completed driveway application form must be filed with the Town Clerk/Treasurer **along with a nonrefundable \$250.00 application fee** and **applicable escrow deposit**. (See Resolution 2010-02 Escrow Requirements.) **Escrow balances may be refundable** as provided in the Town's driveway ordinance.

Note: A building permit **may not** be issued for any parcel without an approved Town of Verona driveway construction permit.

REQUIRED INFORMATION

Landowner: _____ Applicant/Agent: _____

Address: _____ Address: _____

Phone: _____ Cell: _____ Phone: _____ Cell: _____

Email: _____ Email: _____

Mailing Address for Completed Permits: Name: _____

Address: _____ City: _____ State _____ Zip _____

Parcel # **062-0608**- _____ Road to be Accessed by Driveway: _____

Legal Description: _____

Type of Proposed Use: NEW - *CHANGE of Use - RELOCATE - IMPROVEMENT or CULVERT REPLACEMENT (circle one (1)):

(*Change of Use applies should a Dane County Conditional Use Permit be required.)

- | | | |
|--|---|--|
| <input type="checkbox"/> Agriculture \$1000.00 | <input type="checkbox"/> Field Road \$1000.00 | <input type="checkbox"/> Residential \$1000.00 |
| <input type="checkbox"/> Commercial \$1500.00 | <input type="checkbox"/> Industrial \$1500.00 | <input type="checkbox"/> Temporary/Access Drive \$500.00 |
| <input type="checkbox"/> Improvement or Culvert Replacement \$300.00 | | |

Driveway Length & Width: _____ x _____ Feet
(proposed)

Existing Drive: Y N

Existing Culvert: Y N

If yes, approx. Diameter _____ (INCHES)

Date of Proposed Driveway Construction: _____

Additional Comments: _____

The undersigned hereby applies for a driveway permit at the above location in accordance with the Town of Verona Driveway Ordinance 2004-02.

Landowner or Applicant Signature: _____ Date: _____

(If applicant is not the property owner, attach a notarized statement authorizing applicant to act as landowner's agent.)

REQUIRED APPLICATION MATERIALS

- 1) The required application fee and escrow deposit.
- 2) A scale drawing of the property parcel. Be sure to include the following, when submitting your driveway construction drawing or diagram.
 - The relationship of the driveway to property lines, structures and existing private roads and public highways.
 - The proposed or existing driveway location. Distances from the existing property lines to the centerline of the driveway shall be dimensioned to establish the driveway location. The length, width, and radius of all curves of the driveway shall be included.
 - The width of the driveway at the edge of roadway shall be dimensioned.
 - The slope of the driveway and the slopes on your property.
 - All buildings existing and any new buildings intended to be added to the parcel.
 - The location and size of any culverts.
 - The location and structure of any retaining walls.
- 3) An approved copy of a Dane County erosion control plan, which includes the drive or a copy of an approved erosion control plan for 1 & 2 family dwelling construction site plan.

RETURN COMPLETED APPLICATION TO:

Rose M. Johnson, Adm.
Town of Verona
335 N. Nine Mound Rd
Verona, WI 53593-1035
608-845-7187 / 608-845-7143 Fax

OFFICE USE ONLY:

NONREFUNDABLE APPLICATION FEE RECEIVED: AMOUNT: \$ _____ DATE: _____

ESCROW DEPOSIT RECEIVED: AMOUNT: \$ _____ DATE: _____

Engineering Reviewed by: _____ Date: _____

Verona Fire Department Reviewed by: _____ Date: _____

Approved

Denied

DETERMINATION: _____

NEXT TB MEETING: _____

PERMIT ISSUED: _____