

Town of Vermont

4017 County Road JJ, Black Earth, WI 53515
Phone: (608) 767-2457 Fax: (608) 767-2555

Driveway Construction Permit and Inspection Application

Circle One: **New Construction** **Improvement** (see page 3 for explanation)

Part 1: Application: The undersigned hereby applies for a permit to construct a driveway in the Town of Vermont, Dane County, Wisconsin.

The driveway will be in Section _____ of the Town of Vermont,

Entering Town or County Road or State Highway _____

Through property owned by:

Name of Property Owner: _____

Signature: _____ Date: _____

Mailing Address: _____

Name of Applicant: _____

Signature: _____ Date: _____

Mailing Address: _____

Contractor: _____

A driveway construction plan and erosion control plan will be required for new driveway construction.

Does the applicant desire to use material from the excavation of the house site to provide fill for the proposed driveway? _____. If "yes", an excavation permit must be obtained from the Town Building Inspector.

Proposed driveway length in feet: _____

Application & Fee Received by: _____ Date: _____

Town of Vermont

4017 County Road JJ, Black Earth, WI 53515

Phone: (608)767-2457 Fax: (608)767-2555

Driveway Construction Permit and Inspection Application

Part 2: Board Approval of Permit

1. An Engineering plan **is is not** required (Planning Commission Chair to circle one).

2. The Vermont Town Board **approved disapproved** this application
(Town Chair to circle one and sign below)

Signature: _____ Date: _____

Note to Applicant: Driveway must be completed and receive final inspection within two years of Board approval date or permit renewal will be required.

Part 3: Inspection of Completed Driveway

_____ Driveway was constructed in accordance with the plan approved by
the Town Board

_____ Driveway is not acceptable

_____ Applicant will make required improvements by (date) _____

Comments _____

Signatures of Town Board Driveway Committee:

Signature: _____ Date: _____

Signature: _____ Date: _____

Application Fees (includes permit and first inspection):

If work is begun before a permit is issued, all applicable fees are doubled.

New Construction:

Driveways 100 feet and less: \$300
Driveways 101 to 200 feet: \$400
Driveways 201 feet and longer: \$500

Improvement:

All Driveways: \$100

Policy:

Any person seeking to establish, construct, improve, modify or rework a driveway that changes the existing topography of the land shall first apply for a Driveway Permit from the Town Board of Supervisors.

A **Driveway Construction Permit** is required for any work that includes excavation or filling that changes the existing grade at any location by three feet or more, or that disturbs more than 2000 square feet of land area, or that enters upon a public road.

A **Driveway Improvement Permit** is required for any work that changes the existing grade by less than three feet at any location, and that disturbs less than 2000 square feet of land area.

Minor maintenance does not require a permit. Minor maintenance is defined as any work that does not require excavation and that disturbs less than 500 square feet of land area outside the existing roadway. Minor maintenance includes

- grading,
- resurfacing by adding gravel,
- sealcoating,
- adding blacktop or concrete without otherwise changing the existing roadway.

Limited ditch cleaning that disturbs less than 500 square feet of land area outside the existing roadway is considered minor maintenance.

An erosion control plan must be submitted for all work that requires a Driveway Construction Permit.

Any work under either a Driveway Improvement Permit or a Driveway Construction Permit must meet all other requirements of the current driveway ordinance. See www.townofvermont.com.

At the time of application for a permit, the applicant shall indicate the extent of work proposed and the type of permit desired. The Driveway Committee or the Plan Commission will visit the site and make the final determination as to the type of permit required.