



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: clerk@sylvantwp.com

APPLICATION FOR ACCESS DRIVEWAY PERMIT

Permit Number: _____

The attached Ordinance is considered part of this permit form.

Owner Name: _____

Mailing Address: _____

Telephone(s): _____

Applicant Name: _____ Telephone(s): _____

Address and Location of Driveway: _____

911 Number: _____

Purpose of Driveway: Residence Commercial (Specify Type) _____

Property Platted: No Yes Date Proposed Driveway Needed: _____

Number of present driveways to property: _____

Contractor: _____ Address: _____

I, We, the undersigned, herewith make application for permission to construct the access driveway at the above location, said driveway to be constructed in accordance with Sylvan Township Driveway and Road Standards Ordinance No. 2016-02 and to any special provisions included in the permit. It is agreed that all work will be done to the satisfaction of the Town Road Authority. It is further agreed that no work in connection with this application will be started until the application is approved and the permit issued. It is expressly understood that this permit is conditioned upon replacement or restoration of the town road to its original or to a satisfactory condition. It is further understood that this permit is issued subject to the approval of the Sylvan Township Road Authority.

Upon notice of completion from the permittee a Road Authority will inspect the driveway. If it does not meet Township standards a notice will be sent detailing the deficiencies. The permittee will have thirty (30) days from receipt of notice to bring the construction into compliance. If not complete at thirty (30) days the Township will complete the project and deduct all costs from any refund to the permittee.

In the event that the construction has not been completed within six months (6 month) of the date the permit is issued, the permit will become null and void. Deposit is non-refundable unless prior agreement in writing is made. If no construction is commenced within six months, deposit shall be refunded if requested by permittee. If construction has commenced and stopped due to weather, a six (6) month extension may be granted if requested by permittee.

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ACCESS DRIVEWAY OR ENTRANCE PERMIT

** NOT VALID UNLESS SIGNED AND NUMBERED*

PERMIT NUMBER: _____

A deposit of \$650.00, made payable to Sylvan Township, must be made at the time of application. Upon final inspection and approval by the Township Road Authority, the deposit will be refunded less a \$50.00 inspection fee and any other costs incurred by the Township. **Final inspection shall be done prior to a driveway being paved.**

Permission is hereby granted for the consideration of the driveway as described in the above application, said driveway to be constructed in accordance with Sylvan Township Driveway and Road Standards Ordinance No. 2016-02 and to any special provisions included in the permit.

A fee and deposit of \$_____, in the form of cash, check or money order, payable to "Sylvan Township Road Escrow Account" shall be paid at the time of application.

Deposit by: **Cash** _____ **Check #** _____

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Sylvan Township requires you have a swing-away mailbox post; they are available for purchase for \$37.58.

Swing-away posts being purchased: _____ **Total cost:** _____

_____ Date	_____ Signature of Applicant
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Special Provisions:

Culvert ____ Yes ____ No

Date: _____ By: _____
Sylvan Township Road Authority



DRIVEWAY / FINAL APPROVAL

Final Approval of the constructed driveway entrance: _____

This approval will authorize the return of the remaining balance of the deposit from Sylvan Township at the regular monthly meeting when warrants are issued.

Date: _____ By: _____
Sylvan Township, Chair

Attest: _____ By: _____
Sylvan Township, Clerk/Treasurer

Sylvan Check #: _____ Amount Refunded: _____ Date Issued: _____