

TOWN OF SPRINGDALE
DRIVEWAY PERMIT APPLICATION

Please complete section 1 below. Return completed application and \$250 permit fee to Town Hall, along with a drawing of the proposed driveway location on a previously approved site plan, as well as copies of any deed restrictions, property agreements, etc. that may impact the location of your driveway. Once the application, documents and fee have been received and processed, the Town Board Chairman will arrange a site visit. Please ensure the proposed driveway is staked before the visit.

Requirements

All Town driveways and culverts must comply with Springdale's Private Driveway Ordinance and the Driveway Construction Guide. Driveway permits parts 1 and 2 must be secured prior to receiving a Town building permit or Dane County zoning permit. Permit approval is subject to conformance with the Town-approved building envelope(s) on file at Town Hall. Duplicate rural numbers are required for a shared driveway. A blue oval marker on the address post is required for driveways longer than 1,000 feet.

1. APPLICANT INFORMATION

(Completed by applicant; please print)

NAME _____ APPLICATION DATE _____

ADDRESS _____

PHONE(S) _____ EMAIL _____

DRIVEWAY LOCATION _____ SHARED? **Y / N** (*circle one*)

N/S/E/W side of _____ Sec. _____ PARCEL NUMBER: _____

2. CONDITIONS

(Completed by town board member or its agent)

Engineered Plans Required: Y / N

Width: single-use: 12' driving surface, 14' road bed
shared: 16' driving surface, 18' road bed

Grade: 10% maximum

Shared driveway agreement required: Y / N

Culvert: Y / N

Agricultural use only: Y / N

Dane County and DNR regulations may apply, contact local offices.

3. APPROVAL

(Completed by town board member or its agent)

Date Fee Received: _____

Date Approved by Town Board: _____

Date Permit Part 1 Issued: _____

Date Permit Part 2 Issued: _____

Driveway Permits are valid for one (1) year from date of approval. Driveway Permit is pending recordation of the Certified Survey Map at Dane County Register of Deeds.