

DRIVEWAY/CULVERT PERMIT APPLICATION



PERMIT # _____

TAX KEY # _____

DATE: _____

NEW DRIVEWAY* NEW CULVERT NEW CONCRETE DRIVEWAY** REPLACEMENT CULVERT

PROPERTY INFORMATION		CONTRACTOR INFORMATION	
OWNER		CONTRACTOR	
PROPERTY ADDRESS		CONTRACTOR ADDRESS	
CITY, STATE, ZIP		CITY, STATE, ZIP	
PHONE		PHONE	
EMAIL ADDRESS		STATE CERTIFICATION #	

DETAILS – APPLICANT USE		
NUMBER OF DRIVEWAYS		
WIDTH OF DRIVEWAY		
IS A TOWN ROAD INVOLVED?	YES	NO
*FOR A NEW DRIVEWAY, APPLICANT MUST PROVIDE THE FOLLOWING:		
1. A LEGAL DESCRIPTION OR CSM OF THE PROPERTY		
2. STAKES WITH FLAGGING IN THE DITCH LINE AT THE PROPOSED DRIVE(S)		

DETAILS – OFFICIAL USE ONLY		
DESCRIPTION OF PROPOSED WORK:		
DIAMETER OF CULVERT TO BE INSTALLED (INCHES)		
LENGTH OF CULVERT TO BE INSTALLED (FEET)		
END WALLS REQUIRED?	YES	NO
RIP RAP REQUIRED?	YES	NO
COMMENTS:		
FEES	PRICE / ITEM	TOTAL FEE
NEW DRIVEWAY	50.00	
NEW CULVERT or REPLACEMENT CULVERT	100.00	
NEW CONCRETE DRIVEWAY INSTALLATION**	50.00	
**IF CONSTRUCTED WITH CONCRETE, WHEN COMPLETED, THE DRIVEWAY SHALL SLOPE AWAY FROM THE ROADWAY AT NO LESS THAN 2% (1/4" PER LINEAR FOOT) UNTIL A POINT SIX (6) FEET FROM THE EXISTING EDGE OF PAVEMENT.		
**CONCRETE WILL NOT BE REPLACED BY THE TOWN OF GRAFTON IN THE EVENT THAT IT NEEDS TO BE REMOVED.		
TOTAL		\$

INSPECTION REQUIRED <input type="checkbox"/> ROUGH <input type="checkbox"/> FINAL			
FAILURE TO TAKE OUT THE PROPER PERMIT WILL RESULT IN ADDITIONAL FEES, FINES, AND REINSPECTION CHARGES (\$50.00).			
SIGNATURE		DATE	
PERMIT APPROVAL BY		PERMIT AMOUNT	

PAYMENT OPTIONS	
CASH / CHECK: PAYABLE TO TOWN OF GRAFTON MAIL CASH / CHECK TO: BUILDING INSPECTOR, TOWN OF GRAFTON, PO BOX 143, GRAFTON, WI 53024	
CREDIT CARD / E-CHECK: ONLINE AT WWW.TOWNOFGRAFTON.ORG EMAIL PERMIT PRIOR TO ONLINE PAYMENT TO: BBARTEL@TOWNOFGRAFTON.ORG	ONLINE PAYMENT FEES: E-CHECK: \$1.50 FEE CREDIT CARD: \$0 TO \$50 = \$1.50 FEE \$50.01 TO \$100 = \$3.00 FEE \$3.00 FEE PER ADDITIONAL \$100

OFFICIAL USE ONLY					
DATE		REC'D BY		FEE	
<input type="checkbox"/> CHECK (# _____) <input type="checkbox"/> CASH <input type="checkbox"/> CREDIT CARD <input type="checkbox"/> E-CHECK					