

**DRIVEWAY/CULVERT PERMIT APPLICATION**

TAX KEY # \_\_\_\_\_



GRAFTON  
WISCONSIN

PERMIT # \_\_\_\_\_

DATE OF ISSUANCE: \_\_\_\_\_

DATE OF EXPIRATION: \_\_\_\_\_

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

| PROPERTY INFORMATION |  | CONTRACTOR INFORMATION |  |
|----------------------|--|------------------------|--|
| OWNER                |  | CONTRACTOR             |  |
| PROPERTY ADDRESS     |  | CONTRACTOR ADDRESS     |  |
| EMAIL ADDRESS        |  | EMAIL ADDRESS          |  |
| PHONE                |  | PHONE                  |  |
|                      |  | CONTRACTOR #           |  |

| DETAILS – APPLICANT USE                                                   |     |    |
|---------------------------------------------------------------------------|-----|----|
| NUMBER OF DRIVEWAYS                                                       |     |    |
| WIDTH OF DRIVEWAY (MINIMUM 12' PAVEMENT SETBACK FROM ANY LOT LINES)       |     |    |
| IS A TOWN ROAD INVOLVED?                                                  | YES | NO |
| IS A COUNTY ROAD INVOLVED? (IF USING CONCRETE, MUST STAY 6' FROM ROADWAY) | 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.                                                                                                        |              |           |
| <b>TOTAL</b>                                                                                                                                                                                            |              | <b>\$</b> |

| 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). IF THIS PERMIT EXPIRES AND WORK IS NOT COMPLETE, NEW PERMIT FEES WILL APPLY. |               |  |
| SIGNATURE                                                                                                                                                                                     | DATE          |  |
| PERMIT APPROVAL BY                                                                                                                                                                            | PERMIT AMOUNT |  |

| PAYMENT OPTIONS                                                                                                                                                                                                                        |                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| OPTION 1: CASH / CHECK: PAYABLE TO TOWN OF GRAFTON<br>MAIL CASH / CHECK TO: BUILDING INSPECTOR, TOWN OF GRAFTON, PO BOX 143, GRAFTON, WI 53024                                                                                         |                                                                                                                                                              |
| OPTION 2: CREDIT CARD / E-CHECK:<br>ONLINE AT <a href="http://WWW.TOWNOFGRAFTON.ORG">WWW.TOWNOFGRAFTON.ORG</a><br>EMAIL PERMIT PRIOR TO ONLINE PAYMENT TO:<br><a href="mailto:BBARTEL@TOWNOFGRAFTON.ORG">BBARTEL@TOWNOFGRAFTON.ORG</a> | <b>ONLINE PAYMENT FEES:</b> E-CHECK: \$1.50 FEE<br>CREDIT CARD: \$0 TO \$50 = \$1.50 FEE<br>\$50.01 TO \$100 = \$3.00 FEE<br>\$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 |