

**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	
<b>OPTION 1: CASH / CHECK:</b> PAYABLE TO TOWN OF GRAFTON MAIL CASH / CHECK TO: BUILDING INSPECTOR, TOWN OF GRAFTON, PO BOX 143, GRAFTON, WI 53024	
<b>OPTION 2: CREDIT CARD / E-CHECK:</b> ONLINE AT <a href="http://WWW.TOWNOFGRAFTONWI.GOV">WWW.TOWNOFGRAFTONWI.GOV</a> EMAIL PERMIT PRIOR TO ONLINE PAYMENT TO: BBARTEL@TOWNOFGRAFTONWI.GOV	<b>ONLINE PAYMENT FEES:</b> 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		