



Driveway Approach Only (Site Development)

Application Checklist

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Applicant Attestation	<p>All applicants must confirm they have a legal right to begin the permitting process for the proposed development project. The form must be completed and uploaded with application submittal along with any required supporting documents.</p> <p>If the applicant is an agent of the property owner, they must submit written permission from the property owner that authorizes them to act on their behalf. A completed application, signed by the property owner, counts as agent authorization.</p>
Site Plan for Access	<p>Access plan locating proposed driveway approach from a known property corner, existing driveway approach, fence line, road intersection, etc. Proposed driveway approach must be clearly flagged or staked in field for needed inspections. Access plan must also include a vicinity map, site address, and parcel number.</p>
Assignment of Funds Include for temporary driveway approaches only. Must use this standard form.	<p>Financial guarantee in the amount of \$2,000.00 must be submitted for removal of a proposed temporary driveway approach and restoration of the road right-of-way within 90 days. Must submit original guarantee, electronic file is not necessary for financial guarantees.</p>

All Items must be submitted to be considered a complete application.