

Village of Darien

DRIVEWAY & CULVERT PERMIT APPLICATION

PRINT or TYPE all Information

PERMIT NO. _____

ADDRESS: _____

PARCEL NO. _____

PERMIT INFORMATION

Name of applicant: (Property Owner) _____		Date: _____
Current Mailing Address: _____		Phone Number: _____
City _____	State: _____	Zip: _____

PERMIT APPLICATION FEE: \$85.00 per application for driveway or expansion (due at submittal)		
ROAD BOND REQUIRED: \$300.00 (if disturbing the ROW; refundable within 45 days of completion)		
Payment of Permit Fee: <input type="checkbox"/> \$85.00	Date: _____	Check No. _____ Receipt No. _____
Payment of Bond Fee: <input type="checkbox"/> \$300.00	Date: _____	Check No. _____ Receipt No. _____

DESCRIPTION OF DRIVEWAY

(To be completed by Applicant for each driveway requested)

Type of Driveway Required	
<input type="checkbox"/> Residential Driveway, 16' to 24' Wide	<input type="checkbox"/> Proposed Private Road, 16' to 36' Wide
<input type="checkbox"/> Agricultural Field Entrance, 16' to 36' Wide	<input type="checkbox"/> Improve the Existing Driveway
<input type="checkbox"/> Commercial Driveway, 16' to 36' Wide	<input type="checkbox"/> Relocate Driveway

Location of Proposed Driveway

Nearest Side Road to Proposed Driveway:

Name of nearest Street intersection: _____

Distance _____ and Direction _____ from Proposed Driveway

On which side of the Street (name at top of form) is the Proposed Driveway _____

Looking both ways, is vision clear for at least 600 feet along Street (name at top of form)? Yes No

If approved, how many driveways or entrances will there be serving this property? _____

Has the Water Curb Box been located? _____

Applicant shall place stakes in right-of-way where he/she wants to place the driveway so the Superintendent of Public Works may inspect the proposed location

I, the undersigned applicant, do hereby certify I have requested this driveway permit and I have read and understood and I agree to abide by all the applicable provisions & restrictions which are shown on the permit application. **Please read Owner's Covenant on reverse side.**

Date: _____ Owner's Signature: _____

FOR OFFICE USE

Does property have any access restrictions on it? No Yes, explain: _____

Culvert required under driveway? Yes No Diameter: _____ Length: _____

Approved by: _____ Date: _____

OWNER'S COVENANT

1. Any grading, special ditching, alteration of slopes, or any other disturbance of any portion of the street right-of-way shall be restored by and at the expense of the Applicant to the condition existing prior to such disturbance and to the satisfaction of the Superintendent of Public Works or designated representative.
2. The entire cost of the driveway construction or installation shall be the obligation of the Applicant.
3. Applicant shall keep driveway culvert free of debris and other obstructions to provide proper drainage along the street.
4. Maintenance and upkeep of driveway on and over public street right-of-way shall be the responsibility of the Applicant.
5. The area within 5-feet of a property line shall be a restricted area over which no driveway may be developed. The 5-foot restriction shall be measured parallel to the driveway edge.
7. All driveway shall be developed in accordance with Chapter 12.20 of the Darien Municipal Code, and shall have a hard surface per Section 17.66.040.F.1 of the Darien Municipal Code.
8. All culverts shall be developed in accordance with the Village of Darien Design Standards & Construction Standards, Section 6, "Grading and Drainage" and Chapter 12.20 of the Darien Municipal Code.
9. At a distance of Six (6) feet from the edge of the roadway pavement, the finished grade of the driveway shall be at least Four (4) inches below the grade of the edge of the adjacent pavement. Any deviation will have to be approved by Superintendent of Public Works and so noted on the permit.
10. This permit is revocable and the Village may arrange for the restoration and all resulting costs shall be the obligation of the permit Applicant if: (1) if the street right-of-way is not restored within thirty (30) calendar days, (2) complete the driveway's hard surface within ninety (90) days, extension of this period will have to be approved by Superintendent of Public Works and so noted on the permit, (3) if the driveway is not installed in accordance with this permit or the Village rules for driveway construction
11. The PERMITTEE, his/her successors or assigns, agree to hold harmless the Village of Darien and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the issuance or exercise of this permit.
12. All new driveways shall be constructed to have permanently vegetated sides. Such construction shall be accomplished using only soil materials.
13. The following special provision and regulation, not mentioned above shall apply to this permit:

Superintendent of Public Works Initials: _____

Date: _____