

LIVONIA TOWNSHIP
11162 265TH AVENUE; PO BOX 388
ZIMMERMAN, MN 55398
PHONE 763 856 5640
FAX 763 856 5642
EMAIL livtownclrk@sherbtl.net



FOR OFFICE USE ONLY
Permit # _____
Sent to County _____
Initial Inspect _____
Final Inspect _____
Refund _____

Sherburne County Building Permit # _____

PERMIT APPLICATION FOR ACCESS TO TOWNSHIP ROAD

Inspection Fee and Construction Deposit is payable at time of application

\$160 Inspection Fee Cash ___ Check # _____ Date _____ Paid by _____

\$1,000 Construction Deposit Cash ___ Check # _____ Date _____ Paid by _____

If the work is not completed as outlined, costs incurred by the Township to remove or complete the construction will be deducted from the Construction Deposit. The Driveway Inspection Fee covers a maximum of 2 inspections. Additional Inspections will be deducted from the Construction Deposit at a rate of \$170.00 per inspection. The Permit is valid for one year from payment receipt date; it is the applicant's responsibility to extend or renew the permit if needed.

*******The Construction Deposit will be forfeited after one year if not extended or renewed*******

PLEASE PRINT (ALL FIELDS MUST BE COMPLETED)

Applicant _____ Phone _____ Email _____

Address _____

Property Owner _____ Phone _____ Email _____

Address _____

Proposed access location (Street name and closest intersecting street) _____

Located in Plat of _____ Lot _____ Block _____ Parcel ID # 30- _____

Property Address (if available) _____

Access Purpose Residential _____ Commercial _____ Number of present accesses _____

Approximate Date access will be installed _____

Provide a lot survey or staking certificate to show proposed access in relation to existing roads. Location of house, well and septic must be shown on the survey or certificate. LOCATION OF FUTURE ACCESSORY BUILDING MUST BE INDICATED ON THE LOT SURVEY WITH ACCESS FROM THIS DRIVEWAY CLEARLY MARKED. NO MORE THAN ONE ACCESS IS ALLOWED PER LOT; ACCESS FOR AN ACCESSORY BUILDING WILL BE FROM THE PRIMARY DRIVEWAY. (please read the above statement and Initial)

I (we) the undersigned, herewith make application for permission to construct the access at the above location, said access to be constructed to conform to current Township Engineering Standards. It is further agreed that no work in connection with this application will be started until the application is approved and the permit issued. **It is expressly understood that this permit is conditioned upon replacement or restoration of the Township Road and ROW (ditch) to its original condition. The ROW must be graded and stabilized as to prevent erosion by establishing vegetative growth (grass or approved mix of vegetation) or erosion control measures before the Construction Deposit is refunded.** Further, I (we) the undersigned, have reviewed Roadway Ordinance #500, current Township Engineering Standards and Minnesota Statute 160.27 Particular uses of Right of Way; Subdivision 5, Misdemeanors, and understand **no more than one driveway is allowed for access to primary and accessory building(s).**

Signed: _____ Name (Print) _____

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LIVONIA TOWNSHIP DRIVEWAY AND ACCESS REQUIREMENTS

GENERAL REQUIREMENTS

1. Minimum roadway culverts shall be 15 inches in diameter. Allowable materials are 16 gauge corrugated metal, dual walled high density polyethylene and reinforced concrete pipe. A minimum of 12 inches of cover shall be maintained as measured at the edge of the bituminous mat between the top of the culvert and the roadway subgrade. All culverts shall be installed with aprons.
2. Head walls constructed around the ends of culverts are not to be permitted. **Driveway in-slope in the ditch at the culvert shall be no steeper than 4:1.** Only one driveway will be allowed per residential lot per roadway except when authorized by the Town Board. Any variances from these requirements must be brought to the Town Board. Unapproved driveways will be required to be removed at the owner's expense.
3. All lots are to have a roughed in driveway at the time the basement is dug for construction vehicles to use. **Driving randomly off the blacktop is not permitted.** The cost of repair to township roads and ditches will be billed to the abutting owner.
4. Headwalls, fences, etc., constructed around the ends of culverts or within the road and ditch right-of-way are in violation of State Statute 160.27 and shall not be permitted. Violation of this law holds the landowner or renter responsible for any obstruction that may cause damage or injury. The cost of headwall removal will be billed to the landowner or renter.
5. Access must intersect township roadway at right angles. Minimum final surfacing requirement shall be 4" of aggregate material within the township ROW.
6. All construction shall comply with applicable township, county, state, and federal rules and regulations.

INSPECTION REQUIREMENTS

7. Driveways must be completely installed prior to calling for an inspection. Completed means culverts and any rip rap are in place and in-slopes at the culverts meet 4:1 requirements. Bituminous or concrete surface does not have to be installed.
8. At locations intended to be vegetated around driveways, erosion control measures must be in-place prior to calling for an inspection. This includes the seeding and blanketing of intended vegetated areas, silt fence installed in erosion vulnerable down gradient areas and fiber logs installed around culvert ends.
9. Vegetation does not have to be established prior to inspections but if it is not established, then the appropriate erosion control measures must be in place, as described in number 8 above, prior to passing inspection.