



TOWN OF PHELPS
4495 Town Hall Road, PO Box 157
Phelps, Wisconsin 54554
Phone: 715.545.2270
www.phelpswi.gov

Permit Number _____

Fee \$75.00

**APPLICATION FOR DRIVEWAY ACCESS PERMIT
TO A CERTIFIED TOWN ROAD IN THE TOWN OF PHELPS**

Applicant Name: _____

Applicant Address: _____

Property location: *(Please provide accurate directions and have the location of the driveway access point clearly marked)*

Parcel Number: _____

Applicant Telephone Number: _____ Cell Number: _____

Applicant Email Address: _____

- Will this driveway access be: ☐ *At road grade* ☐ *Above road grade* ☐ *Below road grade*
- Number of other driveway access points located within 500 feet: _____
- Are there any curves in the road within 500 feet of this access point? ☐ *Yes* ☐ *No*
- Will the driveway access point obstruct any natural drainage patterns/areas? ☐ *Yes* ☐ *No*
- Is this access point on or within 500 feet of a hill or crest? ☐ *Yes* ☐ *No*
- Will driveway meet the minimum width requirement of 14' for emergency service vehicles? ☐ *Yes* ☐ *No*
- Will the driveway be within 5' of lot line? ☐ *Yes* ☐ *No*
- What construction material will be used for the driveway? ☐ *Asphalt* ☐ *Gravel* ☐ *Concrete*

I certify the driveway will be constructed pursuant to the design specs set forth in Phelps Driveway Ordinance 2018-03 (available on town website) and pursuant to the Town Foreman's Inspection Notes below

Applicant Signature: _____

Please attach any diagram of your property, proposed access point, and/or any map or survey indicating where the access point will be located.

office use only

TOWN FOREMAN'S INSPECTION NOTES:

Date Received: _____ *Date Reviewed:* _____

NOTE: Call Josh at 715-891-6636 for final inspection upon completion of driveway.

Fee Paid \$ _____

Date of Final Inspection: _____

Cash / Ck # _____

Date Paid _____

☐ **Approved** ☐ **Denied**

Signature: _____

Josh Hedberg, Town Foreman