

**CITY OF ALEXANDRIA**

704 Broadway  
Alexandria, MN 56308  
Phone: 320-763-6678  
Fax: 320-763-3511

**DRIVEWAY/SIDEWALK  
PERMIT APPLICATION**

Permit Fee: \$50.00  
Deposit: \$300.00

PERMIT NUMBER: ROW \_\_\_\_\_

DATE: \_\_\_\_\_

DATE OF REFUND: \_\_\_\_\_

DEPOSIT PAID BY : \_\_\_\_\_

(Notification of completion must occur within 30 days for a full deposit refund. Failure to notify will constitute a deposit forfeit.)

**If needed, the City of Alexandria will pay 50% toward culverts (material only; not to include labor or installation costs).**

**JOB INFORMATION**

Property Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Job Address: \_\_\_\_\_

Location: east \_\_\_\_\_ west \_\_\_\_\_ north \_\_\_\_\_ south \_\_\_\_\_ side of \_\_\_\_\_ (please use attached map)

(This right-of-way is dedicated to the public and is to be used primarily by street and utility personnel.)

Estimated Cost: \$ \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_ ROW Square Footage: \_\_\_\_\_

**WORK BEING PERFORMED**

\_\_\_\_\_ Construct new driveway \_\_\_\_\_ Construct new sidewalk \_\_\_\_\_ Alteration or addition

\_\_\_\_\_ Resurface existing driveway involving grade changes

\_\_\_\_\_ Other \_\_\_\_\_

Pavement material (circle one) asphalt concrete paving block other \_\_\_\_\_

Is there an existing concrete valley gutter? \_\_\_\_\_ yes \_\_\_\_\_ no

Work to start on or after \_\_\_\_\_ Date of completion \_\_\_\_\_

Soil compaction by ordinary compaction methods, material to be compacted in one (1) foot lifts; to 110% of original conditions.

Type and size of compaction equipment \_\_\_\_\_

Asphalt bituminous oil content shall not be less than 6.5%.

If necessary to detour traffic, describe routing \_\_\_\_\_

Notify Police Department: \_\_\_\_\_ yes \_\_\_\_\_ no

**Notify Gopher One (1-800-252-1166)****AUTHORIZED BY**

Date: \_\_\_\_\_

Authorized by: \_\_\_\_\_

Public Works Coordinator

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Public Works Coordinator

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Gary Eiden/ALP

## REGULATIONS & INFORMATION

1. Driveways shall not intersect a street corner curb line or edge of the traveled way, or be closer than 60 feet to the intersection of the extended street curb lines.
2. Each driveway shall not exceed 36 feet in width at their intersection with a street travel way in a commercial zone.
3. Each driveway shall not exceed 24 feet in width at their intersection with a street travel way in a single-family zone.
4. Driveways shall be no closer together than 10 feet measured along a street right-of-way.
5. Driveways shall be no closer to a side lot line than 5 feet at the edge of the right-of-way, unless the driveway is jointly used by the adjoining properties.
6. Driveways shall be paved or otherwise stabilized.
7. All dimensions must be noted for the width of drive and green areas. This will include dimensions at roadway and property line.
8. The minimum fee shall be \$50.00, with a \$300.00 refundable deposit, both payable at time of application.

## CONTRACTOR'S AFFIDAVIT

I/We certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning to the satisfaction of the City. I/We further agree to assume all liability for, and save the City harmless from, any and all claims for damages, actions or causes arising out of the work to be done under this applicant and permit.

- Deposit will be returned by the City upon satisfactory completion of the restoration of the street or right-of-way, as determined by the City.
- **NOTIFICATION OF COMPLETION MUST OCCUR WITHIN 60 DAYS FOR A FULL DEPOSIT REFUND. FAILURE TO NOTIFY THE CITY WITHIN 60 CALENDAR DAYS WILL CONSTITUTE A DEPOSIT FORFEIT.**
- For work performed after October 15, the deposit will be retained until satisfactory completion the following year (approximately May 20<sup>th</sup>). I/We understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced.
- **NO WORK WHATSOEVER WILL COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED.**
- The permit fee will be **DOUBLED** if work is started without an approved permit.
- The permittee further understands that only licensed contractors may be employed.

Dated: \_\_\_\_\_ Print Name of Applicant: \_\_\_\_\_ Signature: \_\_\_\_\_

## CONTRACTOR INFORMATION

Contractor: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

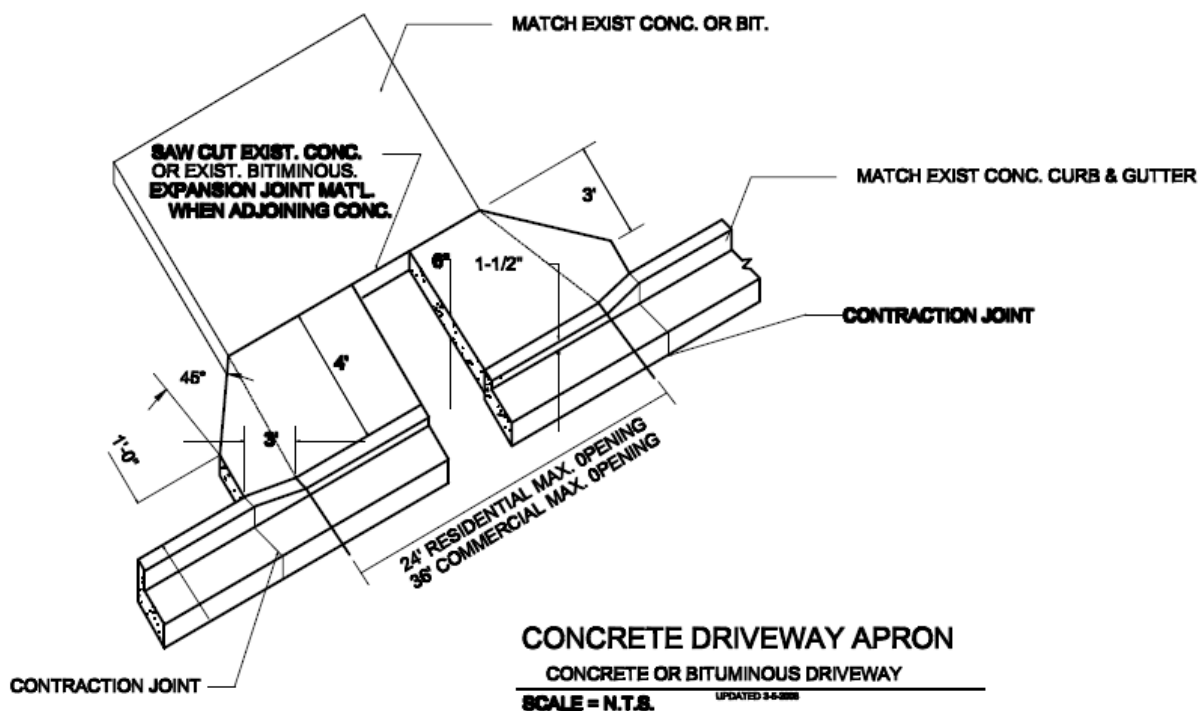
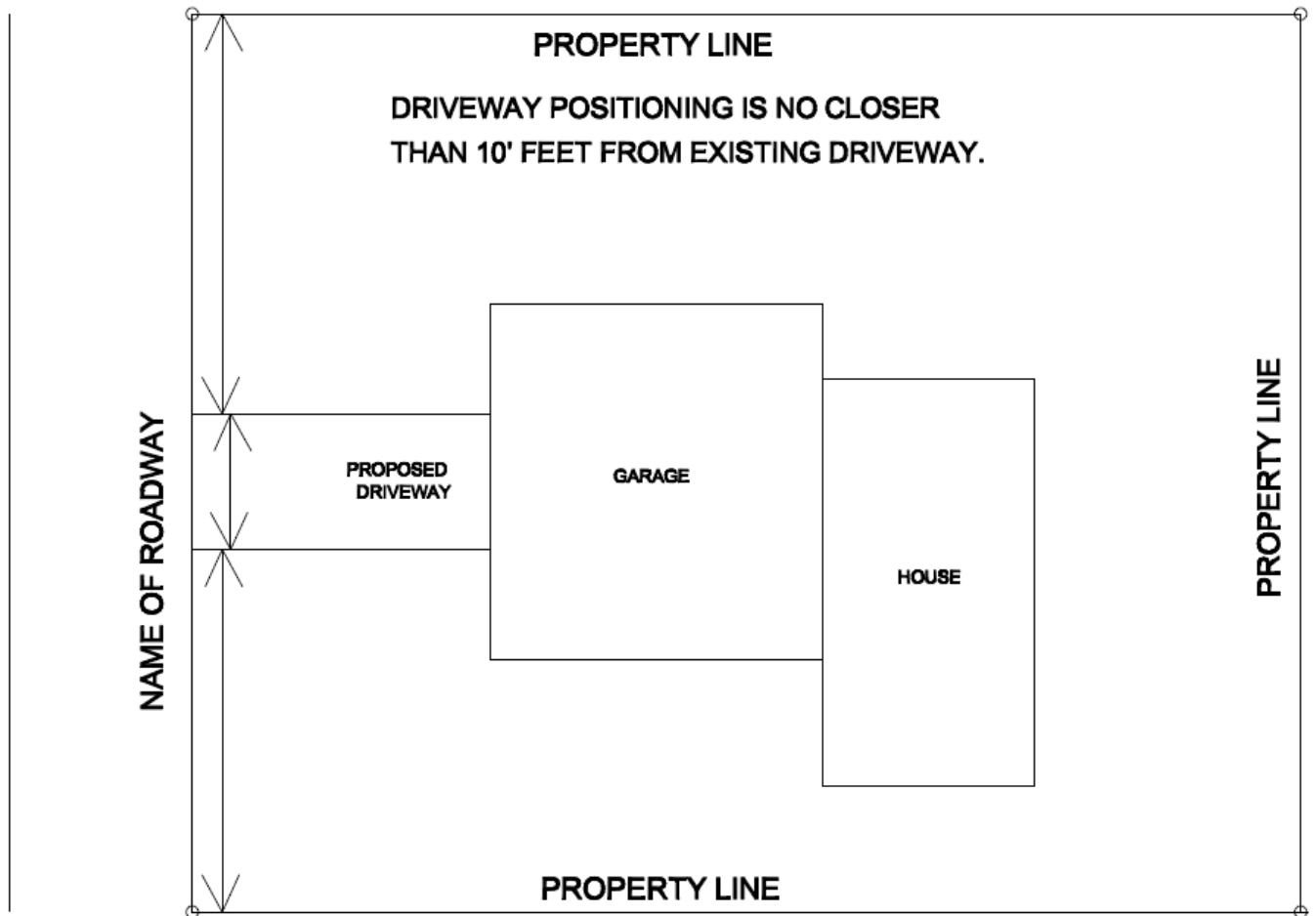
State Cert/CC Comp Card # \_\_\_\_\_ Job Representative: \_\_\_\_\_

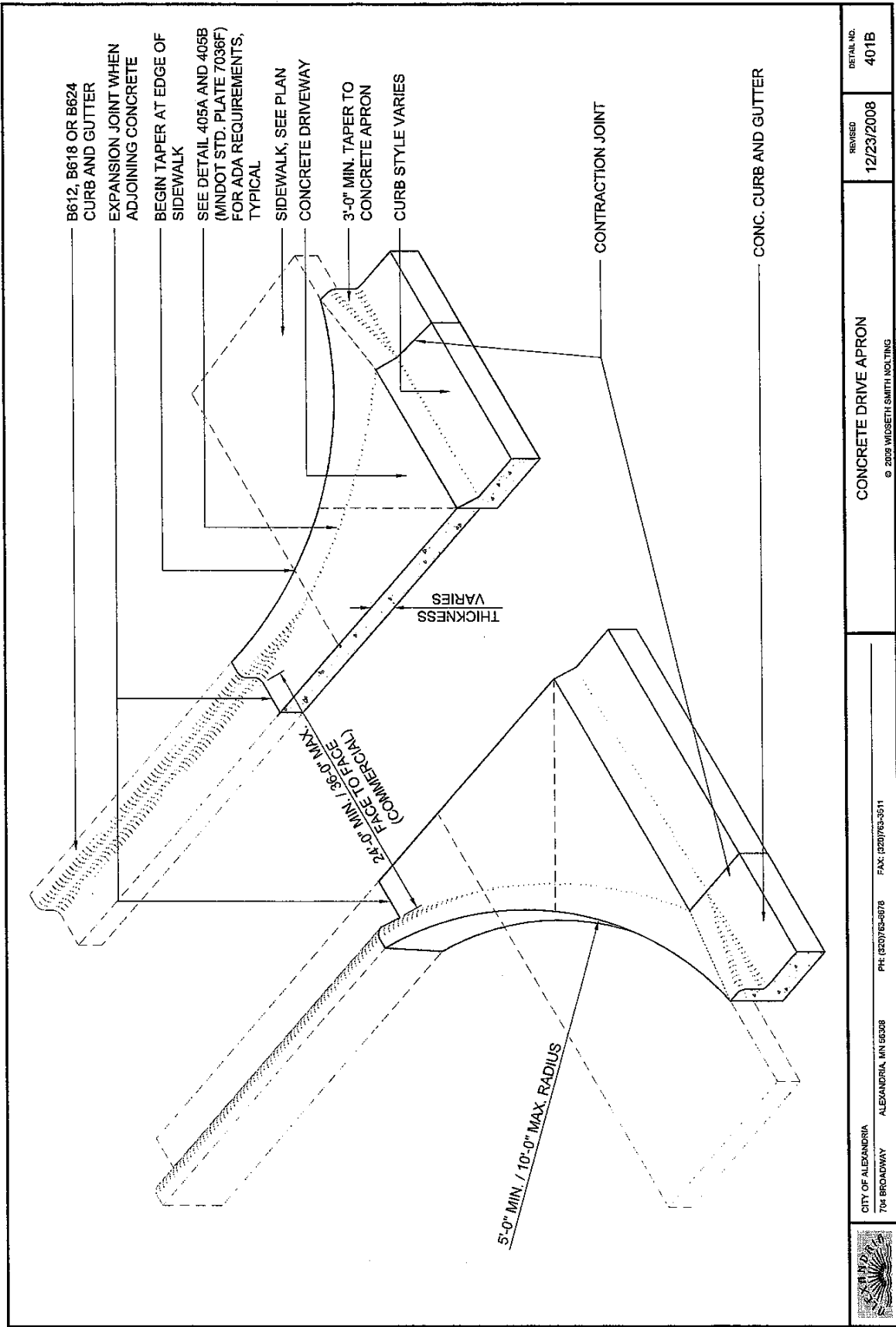
## FOR CITY USE ONLY:

In consideration of this application and agreement to comply in all respects with the regulations of the City covering such operations, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with Special Provisions required as detailed. It is expressly understood that this permit is conditioned upon replacement or restoration of the street and boulevard to its original or improved condition.

# CITY OF ALEXANDRIA DRIVEWAY PERMIT

PROVIDE THE ACTUAL DIMENSIONS OF THE DRIVEWAY AND DISTANCE  
DRIVEWAY IS FROM PROPERTY CORNERS AT APPROPRIATE PLACES ON DRAWING.





	CITY OF ALEXANDRIA 704 BROADWAY ALEXANDRIA, MN 55308 PH: (320) 763-3878 FAX: (320) 763-3511	CONCRETE DRIVE APRON © 2005 WIDSETT SMITH HOLDING 12/23/2008 401B
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