



# Driveway Access Permit

City of Schofield 351 Alderson Street,  
Schofield, WI 54476 715-359-5230  
mthuot@cityofschofield.org

## DRIVEWAY ADDRESS \_\_\_\_\_

Single Family     Duplex     Multi Unit     Business     Other \_\_\_\_\_

**Project Start Date:** \_\_\_\_\_ **Surface Type:**  Concrete     Asphalt     Other \_\_\_\_\_

**Area of entire property:** \_\_\_\_\_ sq. ft.

**Area of existing driveway and buildings:** \_\_\_\_\_ sq. ft.

**Will there be a need for a culvert:**     Yes     No

### ATTACH SKETCH PLAN *(include the following)*

- Proposed driveway location and size
- Complete drainage plan of the site showing impact to the street right-of-way
- Distance of driveway from adjacent properties

### APPLICANT INFORMATION:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Do you own the property? \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

### LANDOWNER INFORMATION: (If different than applicant)

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

State: \_\_\_\_\_ Zip: \_\_\_\_\_

City: \_\_\_\_\_

Email: \_\_\_\_\_

### Signature of Applicant:

\_\_\_\_\_

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

PERMIT IS  APPROVED  CONDITIONALLY APPROVED (see conditions)

CONDITIONS OF APPROVAL: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Mark Thuot, Zoning Administrator

Date

Permit fee: \$50.00

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

Check No. \_\_\_\_\_

Credit/Debit Card accepted (2.65% Convenience Fee Applies)

The owner of the property certifies that he or she has read and agrees to the terms and conditions of the Driveway Access Permit and City Code of Ordinances, Section 46-333 which can be reviewed on the City's web page at [www.cityofschofield.org](http://www.cityofschofield.org). The owner of the property further understands that he or she must grant the right-of-way entry onto this property, as described above, to the designated personnel of the City of Schofield for the purpose of inspecting, monitoring, and maintaining compliance with the aforesaid code of ordinances.

\_\_\_\_\_  
Signature of property owner

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