

**TOWN OF UNION  
DEPARTMENT OF PUBLIC WORKS**

**DRIVEWAY CONSTRUCTION AND ROAD CROSSING PERMIT  
REQUIREMENTS FOR CONSTRUCTION**

- 1.) Application for a Driveway Apron/Road Crossing permit (\$25.00).
- 2.) Pre-Construction inspection of proposed driveway or road crossing.  
Driveway must be staked out and road crossing must be marked out prior to inspection. Request for prior and final inspection must be made one week in advance by contacting the public works director at 684-4706.
- 3.) All work completed must be in accordance with the Town of Union Driveway ordinance and must be done by a licensed and insured contractor. Certificate of insurance must be provided prior to obtaining permit.
- 4.) Final approval by public works director before certificate of occupancy is issued.

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**APPLICATION**

DATE: \_\_\_\_\_ PERMIT # \_\_\_\_\_

NAME \_\_\_\_\_ TELEPHONE# \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ ZIP \_\_\_\_\_

NUMBER & NAME OF ROAD \_\_\_\_\_

NAME AND ADDRESS OF CONTRACTOR \_\_\_\_\_

TELEPHONE \_\_\_\_\_

**The undersigned agrees to fulfill all driveway apron /road crossing permit requirements set forth by the Town of Union and approved by it's authorized agents.**

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

Application accepted \_\_\_\_\_ Date \_\_\_\_\_

(Public works director) Bond issue ( )yes ( )no

**Preliminary Inspection by public works director.**

Driveway location and site line approved \_\_\_\_\_ Date \_\_\_\_\_

Work to be done

Drainage: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Trees/ brush removed for site line: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Paving of entire slope if greater than 10%.

Final inspection by public works director

APPROVED \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Bond released \_\_\_\_\_ DATE \_\_\_\_\_