

Princeton Township
10039 55th Street
Princeton, MN 55371
Hall Office 763.389.4431

For Township Use Only
Permit No. _____
Town Road _____

Permit Fee \$300,
\$150 returned
upon approval

APPLICATION FOR DRIVEWAY ACCESS PERMIT

Complete Application and return with Permit Fee and sketch to the above address. **PLEASE PRINT!**
See instruction sheet for additional information.

Applicant	Address	Telephone and email
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Property Owner (if different)	Address	Telephone and email
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A. Location of Proposed Driveway Township Road Name or Number

B. Legal Description of Property Section _____ Township # 36 Range # 26

C. Purpose of Driveway (circle one) Residence Farm/Field
Commercial/Industrial

D. Property is located in (circle one) Platted Area Unplatted Area

E. Present Number of Driveways to Property _____

F. Date Driveway is Needed _____

G. Specific Road Intersection or Landmark _____

I/We, the undersigned, herewith make application for permission to construct the access driveway at the above location. The said driveway to be constructed to conform with the regulations of PRINCETON TOWNSHIP and/or Mille Lacs County, and to any special provisions included in the Permit. It is agreed that all work will be done to the satisfaction of PRINCETON TOWNSHIP. It is further agreed that no work in connection with this Application will be started until the Application is approved and the Permit

is issued. It is expressly understood that this Permit is conditioned upon replacement or restoration of the street, highway, or road to its original or to a satisfactory condition. It is further understood that this Permit is issued subject to the approval of the local city, village, township or county authorities having joint supervision over said street, road, or highway. This Permit is non-transferable.

Print Name of Applicant

Date

Signature of Applicant

DO NOT WRITE BELOW THIS LINE
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DRIVEWAY ACCESS PERMIT AUTHORIZATION

A Permit Fee of \$300 (\$150 refundable upon approval) made payable to PRINCETON TOWNSHIP in the form of cash or check shall accompany this application.

The Permit Fee is received from _____

\$150 Refunded Date _____

Culvert Size Required _____

Mailbox Swing-Away Support _____

Permission is hereby granted for the construction of the driveway as described in this Application. Said driveway to be constructed in accordance with the regulations of PRINCETON TOWNSHIP and subject to any special provisions.

Proposed Location Approved By _____
Zoning Administrator

Date

Final Inspection Approved By _____
Zoning Administrator

Date

DRIVEWAY REQUIREMENTS AND SPECIFICATIONS

REQUIREMENTS

\$300 Permit Fee is required to process the Application. The Permit Fee shall be certified check, money order, personal check or cash (payable to PRINCETON TOWNSHIP).

Complete Application including a sketch on 8 ½ x 11 white paper showing location of the proposed driveway to:
Princeton Township Clerk/Treasurer
10039 55th Street
Princeton, MN 55371

Place a stake on each side of the proposed driveway location. The name of the Applicant should be indicated on each stake. Once the completed Application is received, the Zoning Administrator will review site for existing driveways/approaches, sight distance, and drainage, etc.

After the Permit has been approved and the driveway constructed; notify the Clerk/Treasurer at 763.389.4431 and a final inspection will be scheduled. Upon the driveway meeting PRINCETON TOWNSHIP specifications, the \$150 will be returned to the Applicant. Driveways built during the winter months will not be inspected until all snow and frost is gone.

The Applicant will have 120 days from the Application approval date to construct the driveway. If not constructed within the time period, the entire Permit Fee will be forfeited and the Application will be void.

1. **NO WORK** under the Application is to be started until the Application is approved.
2. Where work on traveled roadway is necessary, traffic must be protected by use of flagmen, cones, barricades, and any other traffic control devices deemed necessary by the PRINCETON TOWNSHIP Supervisors.
3. No foreign material such as dirt, gravel, or bituminous material shall be left or deposited on the road during or after construction.
4. Only new corrugated steel culverts will be acceptable. All culvert ends shall have aprons installed to match the ditch slope and bottom elevations.
5. No changes or alterations in driveways may be made at any time without prior written permission from PRINCETON TOWNSHIP.
6. Any driveway requiring a mailbox and support must have an approved swing-away mailbox meeting MNDot standards, The support must be installed prior to final inspection.

SPECIFICATIONS and CONSTRUCTION

1. Driveway side slopes shall be constructed not steeper than 1:4 slope (i.e. for every 1 foot vertically, you need 4 feet horizontally). Flatter slopes will be constructed on certain roadways as required by PRINCETON TOWNSHIP. Side slopes shall be hand finished and seeded or sodded.

2. Driveways shall have a minimum of 6 inches of Class 5 aggregate placed from the edge of the road to the right-of-way line.
3. Driveway widths are determined by usage and area as follows:

Residential	16 feet
Farm/Field	20 feet
Commercial/Industrial	30 feet

4. All new driveways shall be constructed a safe distance from neighboring approaches. PRINCETON TOWNSHIP recommends 300'.
5. The above specifications shall be the standard use for the final approval of all private driveway permits issued under the jurisdiction of PRINCETON TOWNSHIP.

**Call GOPHER STATE ONE CALL 48 hours before you dig
651-454-0002 or 800-252-1166**