

DRIVEWAY PERMIT APPLICATION

- Application for a Driveway Permit is made by providing the information requested on this form, returning form to City Hall, and calling the **Iowa One Call (1-800-292-8989)** 48 hours in advance of digging. **Iowa One Call Request #:** _____
- Permit is for the portion of driveway that lays between the property line and the street.
- **A diagram of the work to be completed must be provided.**
- Driveway improvements must cause the least possible inconvenience to the public and provide passage of water along the street gutter. The work site shall have traffic control devices according to the Iowa DOT Uniform Traffic Control.
- Proper grading shall be completed before construction. If the sidewalk is a proper grade, the grade shall not be altered. The driveway shall be at the same level as the sidewalk and the rear of the gutter. If needed, the improvement shall include the sidewalk and curb.
- The driveway shall not impede the flow of water. If a culvert is needed, the size and materials used will be determined by the City at the permittees expense.
- The City shall inspect the driveway forms before any surface work is started.
- The driveway permit will expire if authorized work has not commenced within 20 days from the date of the Public Properties Director's approval.

PROPERTY OWNER(S): _____

ADDRESS: _____

PHONE #: _____

HOLD HARMLESS AGREEMENT

I hereby state that the City of Emmetsburg will be held harmless from any and all damages claimed by reasons of negligence, incompetence, or omission on the part of such person in the performance of their work, the same to include, but not limited to, careless guarding of excavations made by them or failure to restore all public properties to as good or better condition as they were prior to the work being done, or for any damages growing out of the negligence or carelessness of any person involved in the excavation or guarding or restoring of the same.

Property Owner's Signature: _____ Date: _____

CONTRACTOR: _____ PHONE #: _____

PUBLIC PROPERTIES DIRECTOR: _____ DATE: _____