

**Village of Fife Lake
616 Bates/Box 298
Fife Lake, MI 49633**

Phone: (231)879-4291 Fax: (231)879-5153
villageoffifelake@gmail.com

DRIVEWAY PERMIT APPLICATION

RESIDENTIAL: Fees charged as per Schedule A

PLEASE MAKE CHECKS TO: Village of Fife Lake **Submission of application does not constitute permission to begin construction or work. Allow 7-10 business days once a complete permit application is received before an application can be approved.

RECEIPT #

DRIVEWAY PERMIT APPLICATION FORM

PERMIT APPLICATION # DATE: _____

OWNER

(Current owner of property- proof of ownership may be required)

CONTRACTOR/EXCAVATOR **AN ACCEPTABLE INSURANCE CERTIFICATE IS REQUIRED AS PER INSURANCE REQUIREMENT FORM Letter of Permission is required by the property owner if a contractor is performing the work.**

NAME: _____

COMPANY _____

ADDRESS: _____

CITY, STATE, ZIP: _____

DAYTIME PHONE: _____

EMAIL ADDRESS: FAX NO. / EMAIL ADDRESS: _____

SITE INFORMATION _____

Authorized Signature:

NOTICE: It is responsibility of the applicant to flag the proposed driveway location so the inspector will be able to determine the exact proposed location. Failure to flag by the specified date may result in a considerable delay. Please allow up to ten business days for processing the permit. Any construction performed before permit is issued may not meet Village standards and is subject to revision or removal at the applicant's expense and could result in a fee being assessed. Failure to obtain a permit prior to work commence will result in penalties according to Schedule A. **An acceptable Insurance Certificate is required for the contractor or homeowner performing work showing \$500,000.00 of Liability Coverage for the duration of project or permit will not be issued.

VILLAGE USE ONLY

ROAD NAME:

EXACT LOCATION

CURRENT SURFACE TYPE: WIDTH: NO. OF DRIVES: CULVERT: ' OF ”
REMARKS:

DATE REVIEWED: _____

RUNOFF IMPACT ON ADJACENT ROADWAY:

RUNOFF IMPACT ON ADJACENT PROPERTY:

ZONING ADMINISTRATOR SIGNATURE FOR APPROVAL: _____

PICTURES TAKEN: _____

PICTURES EMAILED TO VILLAGE: _____