



# STREET ACCESS AND CURB CUT PERMIT

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
Property Owner's Name

\_\_\_\_\_  
Mailing Address (Owner  Contractor  )

\_\_\_\_\_  
Contractor's Name

\_\_\_\_\_  
City, State, Zip Code

The property owner hereby applies for access to a public street as shown:

The property owner and contractor agrees to abide by the City of Vermillion details and specifications in effect at the time the permit is signed or if work isn't started within one year, the property owner and contractor will abide by the City of Vermillion details and specifications in effect at the time of construction. **See reverse of sheet for additional information.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner/Representative

- The street access and curb cut is approved
- The street access and curb cut is **NOT** approved
- The street access and curb cut is approved with the following conditions:
  - Sidewalk through access needs to be done
  - Location of curb cut will be as specified (see sketch)
  - Width of curb cut will be as specified (see sketch)
  - Other: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Engineer/Representative

Cost of Permit \$ \_\_\_\_\_

City of Vermillion

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1. The City official will enter the property address and also the name and mailing address where the permit should be sent after approval or denial.
2. The property owner or representative shall furnish a sketch of proposed improvements, sign and date the permit. The sketch shall show as much information as necessary so that the City Engineer can determine the location of the proposed driveway in the field. The following items must be shown:
  - North Arrow
  - Curb if existing or edge of the road
  - Street names
  - Proposed driveway edges and width\*\*
  - Location of the proposed driveway from either lot line or other identifiable feature

\*\* The driveway width is measured on the house side of the sidewalk

3. The City Engineering Department will review the permit application, list any conditions for the approval, sign and date the permit. Work will only be allowed once the approved permit is returned to the applicant and the cost of the permit is paid to the City.
4. City official and applicant will mark the area that needs to be removed (it is recommended that the existing pavement be sawed 2-feet from the existing edge of pavement) to allow for a smooth transition for the driveway.

**Cost of permit shall be based on the cost for street cuts as approved by the City Council. The applicant will be responsible for sawing the pavement. If additional sawing is required the City will perform the work and charge the applicant at the rates approved by the City Council.**

**Cost will only be charged for work taking place along asphalt streets, and for any pavement cutting that would need to take place for proper construction of curb and gutter.**