

PAGE TOWNSHIP  
21804 140<sup>th</sup> Avenue  
Milaca MN 56353 Hall  
Office 320-247-5030

For Township Use Only  
Permit No. \_\_\_\_\_  
Town Road \_\_\_\_\_  
Permit Fee \$45  
Permit Dep. \$200

## 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 Property Address Telephone

\_\_\_\_\_  
E-mail address Alt. Telephone

\_\_\_\_\_  
Property Owner (if different) Address Telephone

A. Location of Proposed Driveway  
Township Road Name or Number \_\_\_\_\_

Nearest Intersection \_\_\_\_\_

Side of Street (East, North, etc.) \_\_\_\_\_

B. Property ID # \_\_\_\_\_

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

D. Property is Located in (select one) Platted Area Unplatted Area

E. Present Number of Driveways to Property \_\_\_\_\_

G. Mailbox Support Needed (select one) Yes No

F. Expected Completion Date \_\_\_\_\_

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 PAGE 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 PAGE 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.

A Permit Fee of \$45 and a Deposit of \$200 made payable to PAGE TOWNSHIP in the form of cash or check shall accompany this application.

\_\_\_\_\_  
Signature of Applicant and Property Owner

\_\_\_\_\_  
Date

**DO NOT WRITE BELOW THIS LINE**

**DRIVEWAY ACCESS PERMIT AUTHORIZATION**

Driveway Width \_\_\_\_\_ Side Slope Ratio: \_\_\_\_\_

Culvert Size Required Diameter: \_\_\_\_\_ Length: \_\_\_\_\_

Special Requirements \_\_\_\_\_  
\_\_\_\_\_

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 PAGE TOWNSHIP and subject to any all provisions included above.

Proposed Driveway Approved By \_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

Final Inspection Approved By \_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date

Mailbox Swing-Away Support \_\_\_\_\_

\$200 Refunded Date \_\_\_\_\_

Clerk Verification \_\_\_\_\_

# DRIVEWAY ACCESS REQUIREMENTS AND SPECIFICATIONS

## REQUIREMENTS

\$45 Permit Fee is required to process the Application. The Permit Fee shall be certified check, money order, personal check or cash (payable to PAGE TOWNSHIP). A second check or money order in the amount of \$200 must be submitted as a deposit; this check will be held until work is complete and approved, at which time it will be returned.

Complete Application including a sketch on 8 ½ x 11 white paper showing location of the proposed driveway and return with two checks (\$45 permit fee and \$200 deposit) to:

Page Township  
21804 140<sup>th</sup> Avenue  
Milaca MN 56353

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, a Page Township Supervisor will review site for existing driveways/approaches, sight distance, and drainage, etc.

After the Permit has been approved and the driveway constructed; notify the Township at 320-247-5030 and a final inspection will be scheduled. Upon the driveway meeting PAGE TOWNSHIP specifications, the \$200 check will be returned to the Applicant. Driveways built during the winter months may 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 and the Permit issued.
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 PAGE 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. No changes or alterations in driveways may be made at any time without prior written permission from PAGE TOWNSHIP.
5. Any driveway requiring a mailbox and support must have an approved swing-away mailbox support meeting MNDot standards. The support must be installed prior to final inspection. Mailbox supports are available for \$75 from PAGE TOWNSHIP
6. 911 addresses are issued by the Mille Lacs County Land Services Office. Contact them at (320) 983-8308.

## **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 PAGE TOWNSHIP. Side slopes shall be hand finished and seeded or sodded.
2. Only **new, corrugated steel culverts** will be acceptable.
3. All new or altered driveways shall be so constructed as to the slope down and away from the maintained edge of the road surface for a distance of at least 6 feet with a fall of at least ½ inch.
4. 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.
5. Driveway widths are determined by usage and area as follows:

Residential	16 feet
Farm/Field	20 feet
Commercial/Industrial	30 feet
6. All new driveways shall be constructed a safe distance from neighboring approaches. Page Township recommends 300'.
7. The above specifications shall be the standard use for the final approval of all private driveway permits issued under the jurisdiction of PAGE TOWNSHIP.

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