



City of Credit River  
 18985 Meadow View Boulevard  
 Prior Lake, MN 55372  
 952.440.5515  
[www.creditriver-mn.gov](http://www.creditriver-mn.gov)

**CITY OF CREDIT RIVER**

**DRIVEWAY/CULVERT PERMIT**

Development \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Owner Name:	Owner Phone and Email :
Owner Address:	

Applicant Name (if different):	Applicant Phone and Email :
Applicant Address:	

Said driveway is to be constructed BEFORE pouring footings. (Failure to do so could result in the loss of the escrow deposit should damage occur to road right-of-way.) Upon permit release, the balance of the escrow deposit will be returned.

The driveway is clearly staked in the field

Type of surface:  gravel  bituminous  concrete  other

I have read and understand the conditions of this permit as contained in the City's "Ordinance Regulating the Construction and Maintenance of Access Permits including Driveways and Culverts Within the City" including the specifications contained in Exhibit A of said Ordinance.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_ INITIAL SITE VISIT REQUIRED (prior to driveway installation)

\_\_\_\_\_ INITIAL SITE VISIT WAIVED

Permission is hereby granted for the construction of a driveway at the address indicated above contingent on conditions set forth at the initial site visit and in accordance with City of Credit River Ordinance Regulating the Construction and Maintenance of Driveways / Culverts Within the City.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

	Printed Name	Signature	Date
Inspected By:			
Owner/Applicant:			
Approved: Yes / No	Comments/Corrective Action		

**This approval authorizes return of the escrow deposit held by the City when checks are issued at the regular monthly meeting.**

# City of Credit River

## Driveway/Culvert Permit Instructions

### Permit Process

Driveway permits are required for the installation of a new driveway, the installation of a new field approach, or the conversion of an existing field approach to a driveway when accessing a City road.

Dirt and debris is NOT ALLOWED on City roads and shall be removed within 24 hours of placement or within three hours of notice to do so by the City or its designee, whichever is earlier. Failure to remove dirt and debris may result in the loss of deposited escrow. Costs incurred by the City to clean the streets in excess of the escrow deposit may be assessed to the offending property. (MN 429.101)

Upon completion of the driveway/culvert installation and establishment of the vegetative cover, the builder or landowner must meet with the City's representative at the site for a final inspection. If the driveway and related grading and turf establishment is found to be acceptable, the permit will be released. Upon PERMIT RELEASE, the balance of the escrow will be refunded at the next City Council meeting. TO SCHEDULE AN APPOINTMENT FOR FINAL INSPECTION: email the City Treasurer at [treasurer@creditrivers-mn.gov](mailto:treasurer@creditrivers-mn.gov).

If the applicant/owner does not complete the driveway and call for a final inspection within one year of permit issuance, permit shall be deemed null and void and the escrow deposit will be forfeited to the City.

### Driveway/Culvert Specifications

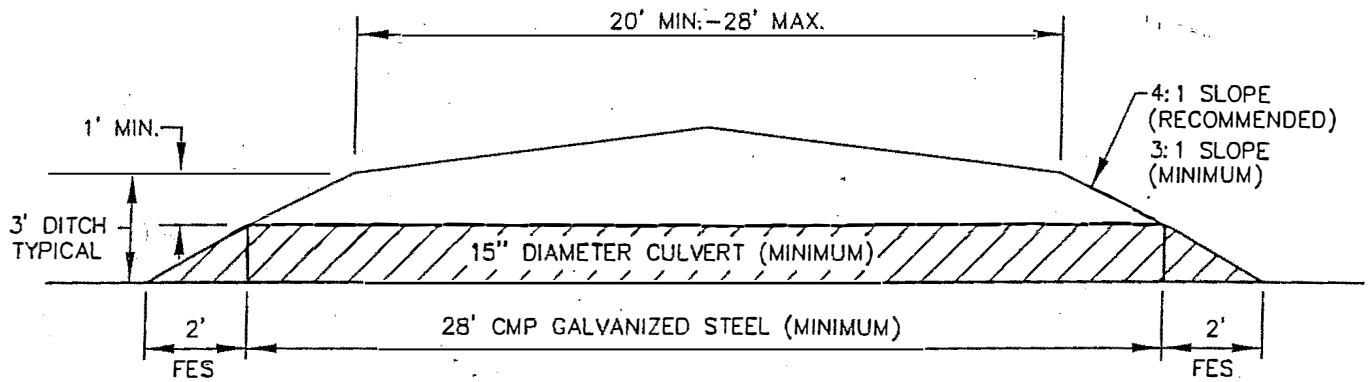
Only one driveway access per parcel or lot is allowed.

Applicant shall comply with all provisions of the City's "Ordinance Regulating the Construction and Maintenance of Access Permits Including Driveways and Culverts within the City." In addition, the Applicant/owner must adhere to other specifications as shown on any detail drawings attached hereto.

Driveways crossing wetlands are subject to applicable wetland conservation laws and ordinances. The property owner is responsible for obtaining the necessary permits for impacts to wetlands prior to construction. Failure to do so may result in loss of the deposited escrow.

The erection of any retaining structures, decorative posts, trees, shrubs, landscaping, etc., within the City right-of-way is prohibited. The City is not responsible for damage to prohibited landscaping in the road right-of-way during road maintenance. The City is not responsible for damage to mailboxes and their support posts during road maintenance if they are in the City right-of-way.

The applicant, applicant's successors and assigns, as a condition precedent to obtaining permit approval, hereby agree to hold harmless, indemnify and defend City of Credit River, its officers and agents, from any and all liability and claims concerning the herein above described permit request, the construction of the subject driveway or entrance work, and the finished driveway or entrance, and further shall be deemed to have consented to the assessment of clean up costs as set forth in this ordinance.



## DRIVEWAY DETAIL

NO SCALE

APPROVED

REVISED

CITY OF CREDIT RIVER

STANDARD PLATE NO.  
104