CITY OF BERLIN DRIVEWAY PERMIT

PERMIT NUMBER:_____DATE:_____PARCEL NUMBER:_____

FEE:_____COST OF PROJECT:_____

OWNER OF PROPERTY:_____

ADDRESS OF OWNER:_____

LOCATION OF WORK:_____

CONTRACTOR NAME/ADDRESS:_____

A diagram of the proposed driveway must be presented prior to permit issuance.
Conditions for driveway replacement include:

- One driveway per parcel. Requests for additional driveways shall be reviewed by the DPW Director in hardship cases.
- Maximum width at Curb is 22' and Minimum width at Curb is 10' Driveway may be widened out once inside the property line. A two foot flare is allowed in addition to width noted above.
- Minimum depth of the cement shall be 6" for the approach and sidewalk area (public portion of driveway) and the depth on your own property can vary, however 4" minimum is recommended.
- Driveway shall at no point be closer than 3' to the adjacent property line
- Driveway approach (public portion of the driveway) shall be a minimum of 5' from the property line.
- No reinforcement steel or mesh in approach area
- Additional requirements noted in Municipal Code – driveway diagrams available upon request

ALL WORK MUST BE INSPECTED ONCE FORMED & PRIOR TO CONCRETE POURING
INSPECTION SHALL BE PERFORMED BY THE DEPARTMENT OF PUBLIC WORKS

CONTACT THE DEPARTMENT OF PUBLIC WORKS AT 920-361-5425
PLEASE PROVIDE 24 HOUR NOTICE OF INTENT

_____ _____
HOMEOWNER/CONTRACTOR PHONE # DATE

_____ _____
BUILDING INSPECTOR APPROVAL 920-361-5402 DATE