

Henefer Town, Inc.
Driveway Encroachment Permit Application
 150 W Center Street PO Box 112 Henefer, Utah 84033
 Phone: (435) 336-5365 Fax: (435) 336-5366
<http://www.heneferutah.org>

Engineering Permit # _____	Plan Check # _____	Building Permit # _____
Applicant/Owner _____		Phone# _____
Fax # _____		email _____
Mailing Address _____		City _____ Zip _____
Contractor _____		Phone # _____
Fax # _____		email _____
Mailing Address _____		City _____ Zip _____
Project Address _____		Parcel # _____

- The applicant shall be the party responsible for the work and to whom all communications are to be directed.
- Driveway encroachment permits are valid for a period of 18 days from the date the building permit is issued.
- Driveway encroachment must comply with minimum Town standards prior to receiving Certificate of Occupancy from the Building Inspector.
- 24 hour notice must be given prior to all inspections.

Required Inspections: Please initial to verify commitment
 Staking – prior to building permit issuance _____
 Rough Grade – prior to footings inspection _____
 Pre-Surface – prior to hard surface of driveway _____
 Final – required for certificate of occupancy _____

Permit Fee \$25.00	\$ _____
Encroachment Bond	\$ _____
Total Due	\$ _____
Amt. Paid	\$ _____
Balance	\$ _____

SUBMITAL REQUIREMENTS

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. Completed Application 2. Detailed Site Plan
 Driveway Elevations (Street, 20' and Garage Floor-Parking Pad) 3. Culverts and Asphalt may be required at City's discretion. | <ol style="list-style-type: none"> 3. Permit Fee – Due at time of application 4. Completion Bond – Due prior to Building Permit |
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By signing, Applicant/Owner agrees to comply with all State and Federal Laws and Henefer Town Construction Standards and Ordinances.

Applicant/Owner Signature: _____	Date _____
Engineering Reviewed By: _____	Date _____
Engineering Approved By: _____	Date _____

This permit is not a grant of easement or other similar interest. Applicant shall acquire easements from affected fee owners as required.

Staking Inspection: Required to verify, driveway side yard setback, alignment, offset from intersections (if applicable) and drainage requirements. Front Property Corners must be in place. Place 4 stakes, 2 on each side of the driveway at the street and 2 on each side of the driveway at the front property line. Inspection is required prior to applicant receiving a Building Permit.

Rough Grade Inspection: Required to verify that the driveway roughly conforms to approved plans (side yard setback, alignment, offset from intersections, and grade). Inspection is required prior to applicant receiving a Footing Inspection from the Building Department.

Pre-Surfacing Inspection: Required to verify that the driveway conforms to approved plans (side yard setback, alignment, offset from intersections and grade.) Driveway must be fully graded and formed (if applying a concrete surface). Inspection is required prior to applicant placing the hard surface (Concrete, asphalt pavement, etc.)

Final Inspection: Required to verify that the driveway conforms to approved plans (side yard, setback, alignment offset from intersections, and grade). Inspection is required prior to applicant receiving a Certificate of Occupancy from the Building Department and a release of their Encroachment Bond.