



TOWN OF DOVER

COUNTY OF MORRIS
37 North Sussex Street, Dover N.J. 07801
(973) 366-2200

DRIVEWAY & OFF STREET PARKING AREA CONSTRUCTION PERMIT APPLICATION

In Accordance With Chapter 236, Article IVA (Click Here to view)

FOR TOWN USE ONLY

Date Filed: _____ Application Fee: \$100.00
 Paid By: Cash Check No. _____ Receipt No. _____
 Reviewed By: _____ Date: _____ Approved By: _____ Date: _____
 Permit Issued By: _____ Date: _____
 Inspected By: _____ Date: _____ Inspected By: _____ Date: _____
 Approved for Issuance of Certificate of Approval By: _____ Date: _____
 Certificate of Approval Issued By: _____ Date: _____

APPLICANT

Name: _____
 Address: _____
 Telephone Number: _____
 Applicant is:
 Contractor Doing Work Property Owner Other _____

PROPERTY OWNER

Property Owner is:
 Same as Applicant Other Than Applicant
If property owner is other than the applicant, provide the following information on the property owner(s):
 Name of Property Owner: _____
 Address: _____ Telephone Number: _____

SUBJECT PROPERTY

Location/Address: _____
 Block: _____ Lot(s): _____
 Property Use(s) are:
 Single Family Dwelling Two Family Dwelling Multi-Family Dwelling with ___ units
 Commercial with _____ units Industrial with _____ units

DRIVEWAY & OFF STREET PARKING AREA CONSTRUCTION APPLICATION (cont.)

PROPOSED WORK

Will any work be done in the Public Right of Way ? Yes No

If Yes, a Street Opening Permit Application must be filed

Do you require a new Curb Cut ? Yes No

How many Curb Cuts already exist for this property ? One Two Other _____

Street Access is: Existing Proposed from (Name of Street) _____

Will any soil be removed from the site ? Yes No

If Yes: How much ? _____(cubic yards)

Where will it be disposed of ? Location: _____

How will disturbed soil areas be restored and stabilized?

(Describe) _____

Will the work require the construction of any Retaining Walls ? Yes No

If Yes: Attach construction details of wall

How high will walls be? _____ (feet)

Proposed Surface Treatment: Bituminous Concrete (Blacktop) Portland Cement Concrete
 Other Durable/Dust Free Material: _____

Anticipated Work Start Date: _____ Anticipated Work Completion Date: _____

REQUIRED ATTACHMENTS

- A Property Survey Map accurately depicting the current conditions on the property
- A scaled drawing superimposed on a copy of the above noted survey indicating the size, location, and construction materials to be used, details of proposed walls and identification of utility conflicts
- Grades, sections and profiles (If required by Town Engineer)
- Dimensions to all adjacent property lines on scaled drawing
- Road Opening Permit (Required if any work will take place in the Public Right of Way)

CERTIFICATIONS

I certify that the statements and the information submitted are true. I further certify that I am the individual applicant or that I am an Officer of the Corporate applicant and that I am authorized to sign the application for the corporation or that I am a general partner of the partnership applicant. I also certify that if I am not the property owner, that I have the consent of the property owner to make this application and that the property owner has full knowledge of the details of the application herewith being submitted.

NOTE: (If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

*I understand that I must call for inspections of the work (973-366-2200 Ext 152/154) and must attain a "Certificate of Approval" for the completed work from the Town Engineer, **PRIOR TO THE USE OF THE DRIVEWAY/PARKING AREA.** Failure to obtain a "Certificate of Approval" constitutes a violation of the Code of the Town of Dover and may subject me to a fine. It is recommended that a preliminary inspection of all walls and grading be done prior to the paving of the work.*

APPLICANT:

(Printed Name)

(Signature of Applicant)

(Date)