

EXISTING DRIVEWAY INFORMATION SHEET

DATE: \_\_\_\_\_ PERMIT NO.: \_\_\_\_\_

PERMIT APPLICANT: \_\_\_\_\_

CURRENT MAILING ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_ WORK: \_\_\_\_\_ CELL: \_\_\_\_\_

ADDRESS OF EXISTING DRIVE: \_\_\_\_\_

TOWNSHIP: \_\_\_\_\_ SECTION: \_\_\_\_ T\_\_N, R\_\_E LOT: \_\_\_\_ TR# \_\_\_\_\_

SUBDIVISION NAME: \_\_\_\_\_ LOT: \_\_\_\_\_ CR# \_\_\_\_\_

ANY COMMENTS \_\_\_\_\_

I have been informed of the procedure for installation of new driveways within the right-of-way limits of County and Township Roads, I hereby certify that there is an existing driveway entrance on the property for which this building permit is issued and that I will use that driveway entrance as my access with no further work being required to the culvert pipe at this time.

In addition, if future situations dictate that work does need to be done (i.e., pipe replacement or an extension) I agree to obtain a permit for said work from the Ottawa County Engineer and pay any necessary fees related to the same.

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Taken By – O.C.E.

The above existing driveway was verified this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
OCE Staff Signature

*Only Property Owners allowed to sign & pay for permits.*