



MUNICIPAL DRIVEWAY REQUEST FORM

THE APPLICANT AGREES TO THE FOLLOWING DRIVEWAY REQUIREMENTS:

Cottonwood County will inspect the location before approval or installation. Maximum width for home driveways is 24 feet. A shared or commercial driveway is 40 feet.

Once installed, the Landowner will contact the Cottonwood County Public Works Department at (507) 832-8819 for a final inspection done within seven days of completion.

Proposed Location: _____

Type of Driveway Requested: Home _____ Commercial _____ Replacement _____ New _____

_____ Removal of County curb & gutter _____ Removal of County sidewalk

Please make separate checks – 1 for fees, 1 for deposit. **OR ask us about paying fees with credit card.**

Driveway Fee: **\$150** Check No./Cash _____

911 Address Fee: **\$150** Check No./Cash _____

Deposit: **\$100** Check No./Cash _____

APPROXIMATE DATES OF CONSTRUCTION: _____

CONTRACTOR PERFORMING WORK: _____

LANDOWNER: _____ (Print)

SIGNATURE: _____

DATE: _____ PH: _____

The project must first meet all requirements as spelled out in the City/Village Ordinances. The applicant will be responsible for this. The curb and gutter must be poured separate from the driveway to allow expansion. Expansion joint material shall be placed between the gutter and the driveway. Property owners are not allowed to raise the grade of the driveway from the street; the elevation of the driveway shall match the street elevation. Any sidewalk replaced must meet ADA requirements. (See MnDOT Standard Plan 5-297.254 for details - <https://standardplans.dot.state.mn.us/stdplan.aspx>).

911 SIGN?: Yes _____ No _____
(New Address)

REQUEST APPROVED DATE: _____

REQUEST APPROVED BY: _____

FINAL INSPECTION DATE: _____

FINAL INSPECTION BY: _____

DATE DEPOSIT RETURNED: _____

Return to: Highway.Permits@co.cottonwood.mn.us Permit # _____
Cottonwood County Public Works Department PH: (507) 832-8819 (County will assign)
1355 9th Ave F: (507) 831-2367
Windom, MN 56101

THIS PERMIT IS VALID FOR ONE YEAR FROM APPROVAL. IF DRIVEWAY IS NOT CONSTRUCTED & INSPECTED WITHIN THE YEAR, YOU WILL LOSE YOUR DEPOSIT AND HAVE TO RE-SUBMIT THE PERMIT WITH AN ADDITIONAL DEPOSIT.