**Driveway permits**

* Land owner fills out Application for Oconto County Physical Address form

<https://www.co.oconto.wi.us/departments>

-Land Information

-Physical Address

-Forms & Documents- #617, Physical Address <download>

* The land owner will contact Town of Townsend, Rick Opeila (715-850-0201) to approve the location of the driveway and determine if a culvert is necessary, per Town of Townsend Driveway Ordinance 3-2008.
* Town Representative, Rick Opeila, will collect $25.00 per Ordinance, approve/deny the driveway permit and submit Fee and paperwork to the Town Clerk
* The Town Clerk will fax approved/denied driveway permit to Oconto County Land Information Systems (Tania Becker)
* The land owner completes the Application for Oconto County Physical Address form and submits, along with $50.00 fee to the Land Information Systems (Tania Becker)
* Oc. Cnty Land Information Systems will approve and contact Tim Barthel, Assistance Zoning Admin. to assign the fire number and return to the Land Info Systems.
* Landowner will be notified of Fire number

**Town of Townsend**

**Driveway Permit**

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Fee $25.00**

Property Owner Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Townsend Property Location\_\_\_\_\_\_\_\_\_\_\_\_\_ Road Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Parcel # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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***(town info)***

The driveway meets the Town of Townsend Driveway Ordinance: yes\_\_\_\_\_\_\_\_\_\_\_ no\_\_\_\_\_\_\_\_\_

The driveway needs a Culvert yes\_\_\_\_\_\_\_\_\_\_\_\_\_ no\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Town of Townsend representative signature (Rick Opeila)

Notes: