

APPLICATION FOR SERVICE WALK PERMIT CITY OF GREENFIELD

7325 West Forest Home Avenue, Greenfield, WI 53220

Engineering Division
Ph # (414) 329-5325
Fax # (414) 543-9615

Public Works Division
Ph # (414) 761-5374
Fax # (414) 761-5321

STANDARDS FOR RESIDENTIAL SERVICE WALKS IN THE RIGHT-OF-WAY ON RECONSTRUCTED STREETS*

- a) A City permit be required.
- b) A minimum width of 3 feet and a maximum width of 5 feet.
- c) No steps be permitted in the right-of-way (unless required by the grade, as determined by the Engineering Dept. staff, with other requirements created to adequately protect the City's interests)
- d) Walk to be installed perpendicular to the street.
- e) The walk material be asphalt or concrete on "Type 2" streets and concrete on "Type 1" streets.
- f) The walk not be located in the radius of an intersection not closer than 5' from the end of the radius.
- g) Joints in concrete walks to be placed every 4' along its length.

OTHER GENERAL REQUIREMENTS / GUIDELINES

- A **Service Walk Permit** is required for all paving in public Right-of-Way, the fee is \$75.00 minimum (no charge if included with Driveway Approach Permit). After obtaining this packet please review and complete the portion under "APPLICANT FILL IN ENCLOSED DATA" and return to the Engineering Department.
- **Call DIGGERS HOTLINE at (414) 259-1181 or toll free at (800) 242-8511 at least 4 days prior to any excavation or construction to allow ample time for all underground utilities to be located and appropriately marked.**
- A City of Greenfield Permit is also required on Federal, State, and County streets even though they have jurisdiction. Please contact the respective governmental agency that has jurisdiction over the street for permitting requirements.
- **INSPECTIONS ARE NEEDED FOR ALL CONCRETE WORK DONE WITHIN CITY RIGHT-OF-WAY. Call the Engineering Division (414) 329-5325 to schedule an inspection of the forms BEFORE ANY CONCRETE IS POURED WITHIN CITY RIGHT-OF-WAY.**
- Contractors are not required to be bonded or insured with the City of Greenfield.
- Concrete service walks shall be a minimum of 4" thick concrete, using a ready mix concrete containing a minimum of 6 bags of cement per cubic yard on a minimum of 4" of ¾" T.B. (traffic bond) stone.
- If the Engineering Departments permits steps in the public Right-of-Way, handrails are required to be installed.

I have reviewed and understand this form "**APPLICATION FOR SERVICE WALK PERMIT**" and I shall implement the plan accordingly.

CONTRACTOR or OWNER

DATE

*Per 3/4/03 Common Council Adopted Policy.



**Application for Driveway Approach, Culvert
or Service Walk Permit**

Department of Neighborhood Services
Engineering Division
7325 W Forest Home Avenue
Greenfield, WI 53220

ENGINEERING DIVISION

PH: (414) 329-5325
FAX: (414) 543-9615

PUBLIC WORKS DIVISION

PH: (414) 761-5374
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PERMIT #: _____

APPLICANT FILL IN ENCLOSED DATA (PLEASE PRINT)

Date: _____ Tax Key Number: _____
 Property owner: _____ Phone: _____
 Property address: _____
 Contractor: _____ Phone: _____
 Contractor address: _____
 Property use: Residential Commercial Other
 Existing driveway width at front lot line: _____ Feet _____ Inches
 Proposed width at front lot line: _____ Feet _____ Inches
 Material for approach: Concrete **(Required for existing curb and gutter streets)**
 Asphalt (Recommended for streets without curb and gutter)

FOR CITY USE ONLY

Existing culvert: Yes No
 Condition of existing culvert: _____
 Existing curb and gutter: Yes No
 Condition of existing curb & gutter: _____
 Existing public sidewalk: Yes No
 Condition of existing public sidewalk: _____
 Existing curb opening: Yes No
 Conflicts / special provisions: _____

PERMIT FEES (FOR CITY USE ONLY)

Driveway approach permit fee: \$ 75.00
 Curb cut fee: _____ ft x \$25 / Foot = \$ _____
 Culvert installation fee: (\$2,500 installation fee) \$ _____
TOTAL FEE REQUIRED: \$ _____

I have reviewed and understand Ordinance #2101 of the City of Greenfield Municipal Code regarding Driveway and Approach policies, and I shall implement the plan according to the Driveway Approach detail drawing.

I further grant right-of-entry onto this property to the designated personnel of the City of Greenfield for the purpose of inspecting and monitoring for compliance of Ordinance #2101.

CONTRACTOR or OWNER

DATE