

Helena Township
PO Box 386
New Prague, Minnesota 56071

TEMPORARY DRIVEWAY PERMIT

Name of Applicant: _____

Present Address: _____

Address of New Driveway: _____

Daytime Phone Number: _____

Evening Phone Number: _____

1. No driveway construction until approved by Road Overseer Jeff Haag (952.237.4202).
2. Road Overseer will determine if a culvert is needed.
3. Owner of the driveway is responsible for removal within six (6) months and will notify Road Overseer.
4. Minimum and maximum width will be approved by Road Overseer.
5. To ensure all water shed flows away from township road, there must be a 6" slope 15' from edge of road surface (not road right of way).
6. It is illegal to erect any retaining structures, decorative posts, etc. within township right of way. Township is not responsible for damage to mailboxes and posts during road maintenance.
7. A fee of \$400 will be collected at the time of application for driveways not requiring a culvert and \$1,000 for driveways requiring a culvert; a partial refund will be made upon removal.
8. Location of the temporary driveway will be approved by Road Overseer.
9. All ditches must be seeded or sodded.
10. Dirt/debris are not allowed on township roads.
11. The Township is not liable for any damage to any portion of any driveway due to road maintenance.
12. Notification of Road Overseer, Jeff Haag at 952.237.4202 upon completion of work.
13. The applicant agrees to all requirements by signing this application form

Date: _____

Applicant

Completed by Helena Township Road Overseer Permit #: _____

Date: _____

Township of Helena

Additional Comments or Instructions: _____
