

**TOWN OF WARWICK  
DRIVEWAY ENTRANCE APPLICATION**

Application #: **D** \_\_\_\_\_

Date \_\_\_\_\_

Permit No. \_\_\_\_\_

Application is hereby made to the Building Department/Department of Public Works for the issuance of a Driveway Entrance permit pursuant to the Code of the Town of Warwick. The applicant agrees to comply with all applicable laws, ordinances and regulations. **Before a permit is issued:** this form must be completed and returned to the Building Department office with the correct fees & data then forwarded to the DPW for approvals.

**SITE DATA:**

Address Location: \_\_\_\_\_ Sec-Blk-Lot:: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Project Description: \_\_\_\_\_

**OWNER:**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phones: \_\_\_\_\_ Email: \_\_\_\_\_

**NEW DRIVEWAY CUT**

Town Road

Private Road – except Glenmere Homesites & Alexander Road

**\*ALL DRIVEWAYS REQUIRE MINIMUM 25' PAVING FROM ROADWAY INCLUDING STATE & COUNTY\***

**CHECKLIST: (ALL must be checked prior to submission)**

\_\_\_ Provide copy of proof of liability insurance in the amount of \$300,000 bodily and \$100,000 property coverage naming the Town of Warwick as additionally insured.

\_\_\_ Provide cash or certified/bank check in the amount of \$1,500 (made to: Town of Warwick) to be refunded to the owner after satisfactory completion and DPW approval.  
\$150 (for DPW inspection fee)

\_\_\_ Provide copy of survey lot with driveway location on sheet *NO LARGER* than 8½ x 14.

\_\_\_ Applicant **MUST** mark driveway entrance location with stakes & display address number.

**POSTED BY:** Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

(who the money will be returned to)

**AUTHORIZATION:**

State of New York,

County of \_\_\_\_\_, \_\_\_\_\_ being duly sworn deposes and says he is the owner

and is duly authorized to perform or have performed said work and to make and file this application; that all statements are true and to the best of his knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith.

Sworn to before me

**Owner Signature:** \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Print Name: \_\_\_\_\_

Notary Public: \_\_\_\_\_

**AMOUNT RECEIVED:**

\$ \_\_\_\_\_ By: \_\_\_\_\_

**FOR TOWN USE ONLY**

Monies Bond Received By: \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

DPW Initial Driveway Inspection: Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

DPW Final Driveway Inspection: Pass: \_\_\_\_\_ Fail: \_\_\_\_\_ Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

New Home Construction:

Comments: \_\_\_\_\_