

**ROCKFORD TOWNSHIP  
COUNTY OF WRIGHT  
STATE OF MINNESOTA**

**An Ordinance Requiring a Permit for  
Construction of Driveways to Township Standards;  
Requiring Driveway Inspections and Setting the  
Permit and Inspection Fee**

**ORDINANCE # 200-2**

**WHEREAS**, the Rockford Town Board has approved standards for the construction, installation, improvement and upgrade of private driveways; and

**WHEREAS**, the Rockford Town Board finds that the aforementioned driveway standards are designed to promote the general health, safety and welfare of its citizens.

**NOW THEREFORE**, it is hereby ordained by the Rockford Town Board as follows:

- Section 1. Construction and Installation to Township Standards. All driveways, whether for commercial, industrial, residential or other use, shall be installed, constructed improved and upgraded in conformance with the driveway standards adopted by the Township by Town Board Resolution. Said standards shall address, among other things, width, drainage issues, culvert requirements, visibility from public right-of-ways, design and possible interference with the traveled portion of any public right-of-way.
- Section 2. Permit Required. Prior to commencing construction, installation, upgrade or improvement of a new or existing driveway, a permit must be obtained from the Town Clerk. The Clerk shall supply all permit applicants with one (1) copy of the Township driveway standards at the time the application is made or as soon thereafter as is reasonably possible. The applicant shall, at the time the application is made, pay a \$25.00 inspection/permit fee. Said fee may be changed by resolution of the Town Board. All permits are subject to and conditioned upon an inspection as provided in Section Three (3) below.

Section 3. Inspection. Within three (3) days of completing construction, installation, upgrade or improvement to any new or existing driveway, the Permittee shall contact the Town Clerk and schedule an inspection. All inspections shall be conducted by an inspector designated by the Town Board. The purpose of the inspection is to determine whether or not the driveway conforms to the Township standards. If the driveway conforms to the standard, then the inspector shall issue the Permittee a Certificate of Completion. If the driveway does not conform, then the inspector shall: (1) inform the Permittee of such nonconformance, (2) provide a reasonable time for the Permittee to come into compliance and (3) schedule a reinspection. This process shall continue until either the driveway conforms to the adopted standards or the inspector determines that the Permittee has refused to comply with the provisions of this ordinance. A reinspection fee of \$25.00 shall be charged by the inspector for each reinspection due to the nonconformance with Township driveway standards. Said fee may be changed by resolution of the Town Board.

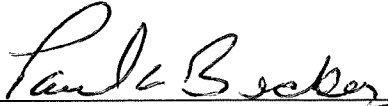
Section 4. Maintenance of Driveways. Routine maintenance of driveways may be performed without a permit, provided said maintenance does not significantly alter the location, size, shape, or type of materials used in the driveway, and provided the routine maintenance work is performed in a manner which will not adversely impact any portion of the abutting right of way.

Section 5. Amendment. The Town Board reserves the right to amend this ordinance as it deems necessary in the future.

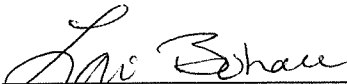
Section 6. Penalty. Failure of any owner, occupant, lessee or contract vendee of land to comply with this ordinance shall be a misdemeanor punishable by fine in an amount up to \$700 and/or jail sentence up to 90 days.

This ordinance is adopted by the Rockford Town Board this 14<sup>th</sup> day of December, 1999.

This ordinance shall be effective upon publication in the official newspaper of Rockford Township.

  
Chair, Rockford Town Board

ATTEST:

  
\_\_\_\_\_  
Rockford Town Clerk