



**DRIVEWAY APPROACH ONLY  
SITE DEVELOPMENT  
COMPLETE APPLICATION CHECKLIST**

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

Date: \_\_\_\_\_

Parcel No.: \_\_\_\_\_

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

**Construction Documents**

- Access plan (electronic file only, paper copy not required) locating proposed driveway approach from a known property corner, existing driveway approach, fence line, road intersection, etc. Proposed driveway approach must be clearly flagged and/or staked in field for needed inspections. Access plan must also include a vicinity map, site address, and parcel number.

**Fees**

- Correct fees paid in accordance with [Title 2, Chapter 2.05](#) as adopted by County Council.

**Needed for Temporary Driveway Approaches along with the above.**

**Assignment of Funds**

- Financial guarantee (Assignment of Funds using standard department form only) in the amount of \$2,000.00 must be submitted for removal of a proposed temporary driveway approach and restoration of the road right-of-way within 90 days. Must submit original guarantee, electronic file is not necessary for financial guarantees.