

City of Brunswick  
1 West Potomac Street  
Brunswick, MD 21716  
(301) 834-7500

DATE OF APPLICATION: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
PERMIT NO: \_\_\_\_\_

**Driveway Entrance Apron Permit**  
(Please Print)

Applicant or Company's Name: \_\_\_\_\_ Phone No.: (\_\_\_\_) \_\_\_\_\_

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

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot No. \_\_\_\_\_

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THIS PERMIT EXPIRES 12 MONTHS FROM THE DATE OF APPROVAL ABOVE. SHOULD THE APRON NOT BE PROPERLY INSTALLED BY THAT TIME ACCORDING TO THE STANDARDS OF THE City of Brunswick AT IT'S REASONABLE DISCRETION MAY DRAW UPON THE GUARANTEE OR REQUIRE A NEW PERMIT AND A NEW GUARANTEE. UPON EXPIRATION, A FEE OF \$40.00 MAY BE SUBMITTED TO THIS OFFICE TO RENEW THE PERMIT FOR ONE YEAR FROM THE DATE OF RECEIPT OF THE FEE. PLEASE NOTE THAT A REINSPECTION FEE OF \$40.00 MAY BE CHARGED FOR EACH CONSECUTIVE INSPECTION AFTER THE FIRST.

THE MINIMUM GUARANTEE FOR AN ENTRANCE IS \$1,000.00 (\$2,000.00 IF COMMERCIAL) UNLESS CURRENTLY PART OF A PUBLIC WORKS AGREEMENT AND IMPROVEMENT GUARANTEE. THIS GUARANTEE SHALL REMAIN IN FULL FORCE AND EFFECT FOR ONE YEAR FROM DATE OF APPLICATION, OR UNTIL APPLICANT CONSTRUCTS ENTRANCE IN ACCORDANCE WITH APPROPRIATE DESIGN STANDARDS OR PLANS, (APPLICANT IS EXPECTED TO HAVE PROPER APRON INSTALLED WITHIN 60 DAYS FROM ISSUANCE OF A USE AND OCCUPANCY PERMIT). The City of Brunswick RESERVES THE RIGHT TO DRAW FUNDS GUARANTEED IF NOT DONE IN ACCORDANCE WITH ABOVE TERMS.

THE RIGHT TO ENTER THE PROPERTY FOR THE PURPOSE OF CONSTRUCTION AND INSPECTION OF THE ENTRANCE IS HEREBY GRANTED TO The City of Brunswick, FREDERICK COUNTY, AND THEIR CONTRACTORS.

THIS PERMIT IS BINDING ON THE APPLICANT AND THEIR HEIRS, SUCCESSORS OR ASSIGNS.

APPLICANT'S SIGNATURE: X \_\_\_\_\_ DATE: \_\_\_\_\_

- NOTES:**
- 1.) A PRE-CONSTRUCTION MEETING IS ADVISEABLE ON ANY NON-STANDARD APRON. PLEASE CALL (301) 834-6270 IF YOU HAVE ANY QUESTIONS ON THE CONSTRUCTION OF A NON-STANDARD APRON.
  - 2.) THE APPLICANT SHALL NOTIFY THE DEPARTMENT OF PUBLIC WORKS AT (301) 834-7500 FOR FINAL INSPECTION OF THE DRIVEWAY APRON PRIOR TO RELEASE OF THE MONETARY GUARANTEE.

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**CITY OF BRUNSWICK OFFICE USE ONLY BELOW THIS LINE**

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APPROVED FOR CONSTRUCTION PENDING THE FOLLOWING:

1. THE DRIVEWAY ENTRANCE IS LOCATED IN A MANNER SO AS TO PROVIDE AT LEAST THE DESIGN MANUAL STANDARD OF SIGHT DISTANCE TO THE LEFT AND RIGHT OF THE ENTRANCE.
2. ADEQUATE DRAINAGE SHALL BE MAINTAINED AT ALL TIMES AND ALL AREAS MUST BE GRADED TO PROVIDE POSITIVE DRAINAGE, I.E.: DITCH LINE MUST NOT HOLD OR POND WATER.
3. ALL AREAS OF DISTURBANCE WITHIN THE CITY OF BRUNSWICK RIGHT-OF-WAY SHALL BE PROPERLY BACKFILLED, GRADED, SEEDED AND STRAW MULCHED PRIOR TO FINAL INSPECTION.
4. ANY STANDARDS AND CONDITIONS ON BOTH SIDES OF THIS PERMIT MUST BE COMPLIED WITH; ANY VARIANCE MUST BE APPROVED BY THE PLANNING COMMISSION.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_