



City of Havelock
 Planning and Inspections Department
 PO Box 368 1 Governmental Ave.
 Havelock, NC 28532
 (252) 444-6433 Email: permits@havelocknc.us

Application # _____
Date Received _____
Initials _____
TAX AND ZONING INFO
PIN# _____
Lot Size _____
Zoning _____
Setbacks (F) ____ (S) ____ (R) ____

Driveway Permit Application

SECTION 1 (To Be Completed By the Applicant)

Applicant Information

Applicant Name: _____ Applicant Phone: _____

Applicant Mailing Address: _____

Owner Information (if different from Applicant)

Owner Name: _____ Owner Phone _____

Owner Mailing Address: _____

Contractor Information

Contractor Name: _____ Contractor Phone: _____

Contractor Fax#: _____ License Type & Number _____

Contractor Mailing Address: _____

Project/Site Information

Street Address/Location: _____

Type of Work

- NEW CONSTRUCTION
- REPAIR TO EXISTING
- ADDITION TO EXISTING

Proposed Improvements

- CONCRETE DRIVEWAY
- ASPHALT DRIVEWAY
- PAVER DRIVEWAY
- GRAVEL DRIVEWAY
- OTHER TYPE DRIVEWAY
- DRIVEWAY TILE- HDPE
- DRIVEWAY TILE- RCP
- OTHER (SEE BELOW)

Work to be Performed By

- Contractor
- Owner

Other (describe): _____

*****Required*** Attach a sketch of the property indicating the proposed work and dimensions.**

Applicant's Signature: _____ **Date:** _____

End of Applicant Section

SECTION 2 (To Be Completed By Public Works Dept)

Public Works ANALYSIS & COMMENTS:

Approved Denied

Public Works Signature: _____ **Date:** _____

SECTION 3 (To Be Completed By Public Works Dept)

INSPECTION:

Date: _____	Inspection: Pass/Fail
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Comments: _____

Public Works Signature: _____ **Date:** _____

INSPECTION:

Date: _____	Inspection: Pass/Fail
--------------------	-------------------------------------

Comments: _____

Public Works Signature: _____ **Date:** _____

INSPECTION:

Date: _____	Inspection: <i>Pass/Fail</i>
--------------------	-------------------------------------

Comments: _____

Public Works Signature: _____ **Date:** _____

INSPECTION:

Date: _____	Inspection: <i>Pass/Fail</i>
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Comments: _____

Public Works Signature: _____ **Date:** _____

INSPECTION:

Date: _____	Inspection: <i>Pass/Fail</i>
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Comments: _____

Public Works Signature: _____ **Date:** _____