

Driveway Permit Procedure

1. Prior to a new building or residence being given a Certificate of Occupancy (CO), the homeowner must pave the first 25 feet of the driveway (minimum), measured from the edge of the existing roadway, and following Montague Township Ordinance Article XVII, 76-94 and 76-95.
2. A Temporary Certificate of Occupancy (TCO) may be issued, including an expiration date, and including all terms of acquiring a final Certificate of Occupancy. Example: pave 25' of driveway & install porch handrail.
3. Homeowner must submit signed/sealed engineering drawings for the driveway.
4. The Township DPW representative will go to the property, with the drawings, to determine the retail cost of the required paving. The homeowner must take out a driveway permit and provide a permit performance bond, covering the retail dollar amount to complete the paving.
5. A performance bond may be obtained from most property insurance companies.
6. Once the work is completed, the DPW representative will inspect and approve the driveway work. Once approved, the driveway permit may be closed, the Certificate of Occupancy may be issued (provided it was the last & only requirement for the CO), and the performance bond may be returned and cancelled.

NOTE: In addition to Township permitting, State and County roads have their own driveway permit procedures.

How much is a performance bond?

The cost of a performance bond usually is less than 1% of the contract price; however, if the contract is under \$1 million, the premium may run between 1% and 2%. Bonds may be more costly, depending upon the credit-worthiness of the contractor.