



DEPARTMENT OF  
PUBLIC WORKS

## DRIVEWAY PERMIT

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Driveway Location (Street): \_\_\_\_\_

Street Type: Curb & Gutter: Yes \_\_\_\_\_ No \_\_\_\_\_ Paved: Yes \_\_\_\_\_ No \_\_\_\_\_

Driveway Surface type: Concrete \_\_\_\_\_ Asphalt \_\_\_\_\_ Gravel \_\_\_\_\_

Apron Surface Type\*: Concrete \_\_\_\_\_ Asphalt \_\_\_\_\_ Gravel \_\_\_\_\_

\* Must Be Concrete on Streets with Curb & Gutter

Driveway Width (feet): \_\_\_\_\_ Turnout Radius or Flair (feet): \_\_\_\_\_

Total Entrance Width Incl. Flare or Radius (feet): \_\_\_\_\_ Distance from Driveway to Property Line (feet): \_\_\_\_\_

Driveway Pipe: Driveway Pipe is Generally Required Where No Curb & Gutter is Present  
Driveway Pipe Shall be 15 inch Diameter Reinforced Concrete Pipe Unless Approved Otherwise by the City Engineer.  
Driveway Shall Be Constructed to City of State Standards.

Size of Pipe (diameter in inches): \_\_\_\_\_ Length of Pipe (feet): \_\_\_\_\_

The City may install driveway pipe when provided by the owner(s) of existing residence only. This does not apply to new construction or commercial driveways.

Fee Schedule: Residential Approaches: \$10.00

Commercial, Industrial & Service Station Approaches: \$20.00 (\$10.00 each additional approach)

Driveway Use: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_ Other (Specify) \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_ Received by: \_\_\_\_\_ Date: \_\_\_\_\_

NOTICE: Cut curb & gutter for driveway approaches with a concrete saw. All form work and subgrade must be approved by a City Representative before placing concrete. [Provide a minimum 24 hour notice to the City Representative \(336-347-2316\) for form work and subgrade inspection.](tel:336-347-2316)

Owner's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Issued By: \_\_\_\_\_ Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: