

CITY OF HUNTINGBURG

DRIVEWAY ENTRANCE PERMIT APPLICATION

APPLICANT'S NAME: _____ DATE: _____
 ADDRESS: _____ PHONE: _____
 JOB ADDRESS: _____ PERMIT NO.: _____

A) Application is hereby made to build or replace a driveway at the address listed above. Any person, firm, or corporation desiring to construct, alter, or remove any curb or curb and gutter in any public street, alley or right-of-way of the City shall make application for a permit and pay the permit fee as required by Section 3.2 of the Design Standards & Construction Manual. Before work starts, this application must be approved by the City of Huntingburg Planning Director and Street Superintendent.

B) Indiana law requires the applicant to notify Indiana 811 before any digging takes place in a public right-of-way or easement. Notification must be given to 1-800-382-5544 or 811 at least two (2) working days prior to digging.

C) Driveway is: NEW REPLACEMENT RESIDENTIAL COMMERCIAL (Check as appropriate)

D) Curb cut width in feet: (extended to nearest saw joint) _____ ft. x \$25.00/ft. = \$ _____

E) Driveway construction material must utilize hard surface materials: (Check one) CONCRETE ASPHALT

- Minimum residential requirements-One (1) inch bituminous surface over two (2) inches bituminous base over three (3) inches of compacted aggregate. OR five (5) inches of concrete over three (3) inches of compacted aggregate.
- Minimum commercial requirements-One (1) inch bituminous surface over three (3) inches bituminous base over six (6) inches of compacted aggregate OR six (6) inches of reinforced concrete over six (6) inches of compacted aggregate.

F) If the proposed driveway will cross an existing sidewalk, the sidewalk will need to be able to withstand vehicular traffic. The City will remove and replace the existing sidewalk to remain in compliance with the ADA (American Disability Act) standards. The homeowner/business owner will be responsible for the cost of the replaced sidewalk. (Round measurement up to the next foot.)

Length: _____ ft. x Width: _____ ft. = _____ sq. ft. x \$12.00/sq. ft. = \$ _____

G) Residential driveway width, as measured at the throat, shall not be less than 12-feet, nor more than 25-feet w/o garage (30-feet with 1-2 car garage; 40-feet with 3-car garage). Commercial and Industrial driveway widths, as measured at the throat, shall not be less than 12-feet for one-way drives; not less than 24-feet for two-way drives; and not more than 40-feet.

H) Driveway must not be closer than twenty-five (25) feet to an intersection and separated from any other opening in the curb by a minimum of four (4) feet and two (2) feet from property line (corner). Additional site specific requirements, including drainage and curb & gutter, may be required by the Street Superintendent. Driveway flares or radii must not cross property lines as extended to the curb.

I) Attach a detailed description of the location, purpose, measurements and scale drawings of the proposed curb construction or alteration.

J) All work for the construction, alteration or removal of any curb or curb and guttering in any public street, alley, or right-of-way of the City shall be performed by City employees, or by the City's contractor, at the sole cost and expense of the property owner requesting such construction, alteration or removal. Any additional charges incurred will be invoiced to the Applicant after work is completed.

DATE: _____

APPLICANT'S SIGNATURE _____

Office Use Only Below

1 - Application Received By: _____ Date Received: _____

2 - Approved by Street Superintendent: _____ Date Approved: _____
 - Street Superintendent will Call Customer notifying of Project Approval & Cost; Original Application goes to CT Office

3 - Received in Clerk-Treasurer's Office: _____ Date Received: _____

Inspection Fee: \$25.00 (Code #133) + Driveway Fee: \$ _____ (Code #137) = Total Fee: \$ _____

Copy of Application for Receipt/Envelope in CT Office – Give Original Application w/Copy of Receipt Showing Pmt to Street Superintendent

Note: Customer Copy of Application at their Request w/Payment Receipt