

Residential Permit Guidelines

Driveway – Addition or Replacement

CGC, CBC, CRC, Concrete Forming and Placing Contractor, or Concrete Placing and Finishing Contractor may apply for permit

- Miscellaneous application.
- Two (2) copies of site plan showing the following:
 - Show property lines and existing driveway.
 - Show scope of work to be done to include driveway dimensions to both existing and proposed addition.
 - If circular drive, must include width of new driveway & width between driveways (20' minimum) at the City right-of-way.
 - If concrete slab with footers is included with driveway, provide size of slab, fiber or wire mesh, depth of footer.
- If on septic **AND** a turnaround, circular drive, or widening of drive toward drain field is being installed, must have Health Department approval **BEFORE** creating permit.
- Owner Builder Affidavit (if homeowner).
- NOC required if value is \$2500 or greater.
- Yellow Routing Sheet.

Description:

- Work being done to driveway (addition, extension, circular, widen, replace concrete with pavers, etc.)

Route to: OFFICE USE ONLY

Storm water Zoning (if concrete slab)
Species (if Owl, Eagle, Gopher Tortoise, or Scrub Jay)
***Revisions to driveways for New Construction also go to Zoning.**

Processing: OFFICE USE ONLY

- Type: Stormwater Retro
- Subtype: Residential

Inspections:

- Notice of Commencement (NOC) 10
- SW-Initial Cutsheet/Stake out (090) 20
- SW-Culvert U/D/EC (220) 20 *if work includes a culvert
- SW-Culvert Final (091) 30 *if work includes a culvert
- SW-Form/Base Check (096) 40
- SW-Driveway Final (098) 50

****Storm water inspections may vary depending on the scope of work.***

****Inspections are entered in the system by Storm water.***

****Inspections are completed and resulted next day after scheduled date.***

Fees:

- BLD SWM Processing Fee \$ 26.00 *only if no Zoning review applies
- Stormwater Fee \$ 99.00*
*fee may vary depending on scope of work.
- Slab \$113.00 *only if permit includes driveway
and concrete slab w/footers at separate location on property.
 - Surcharge NO

Expiration:

- Six (6) months

NOTES:

Regular pavers (2 ¾" thick) cannot be put on existing concrete. Tiles or decorative surface pavers (1/4" plus thin set) can be used on driveways with no permit unless it is a swale drive (no culvert) as it will reduce the amount of pitch or flow across the property and can cause a drainage problem.

Decorative Coating Pavers – such as Crete or flow Crete or tiles which are approximately ½" to ¾" thick can be used on the driveway, without the required permit. These tiles are glued or cemented down and really don't affect storm water runoff. Decorative Pavers are NOT permitted on driveways with a swale.

Paver Bricks – are approximately 2 ¾" thick, and needs to be placed on 1" of sand, which is placed over 4" minimum of lime rock. The old driveway needs to be removed. This type of work requires a permit. This application also requires a **concrete** edge restraint or footer, which is 3" or 4" wide and 10" deep and borders the entire driveway to hold it together.

***If Paver Driveway is the same size as the existing driveway, then no Health Department approval is required.**

A driveway addition must be permitted and consists of only two types of material, concrete or pavers. Asphalt can be used for a temporary situation, like a model home parking lot. When gravel or bricks or stepping stones are placed by a driveway, the homeowner needs to establish a separation between landscape and the driveway with a grassy area. If there is no separation, then it's used for vehicle parking and falls under a permitted driveway addition that requires a permit.