Driveway, Sidewalk and Curb Cut Application

☐ Driveway and Curb Cut: $25.00 fee.
☐ Sidewalk: $25.00 fee.
☐ Driveway, curb cut and sidewalk: $25.00 fee

Date: ________________________________________

Site Location and/or Parcel #: ____________________
_____________________________________________

Subdivision: __________________________________
Lot: ________    Block: _________

☐ Sidewalk Along:____________________________________side-N S E W
Length_______________   Width_____________

☐ Curb cut Along: ________________________________________
Length_______________   Width_____________

☐ Driveway approach
☐ Access Ramp
☐ Other ADA requirements
☐ Other item Describe: ____________________________________

Sketch of Proposed Work
(If plans not provided)

All work to be done in compliance with City Ordinances. Grades will be established by City at no cost to owner. Applicant shall notify Sidewalk/ADA Administrator prior to performing work requiring inspection.

Owner:    Contractor:
Name: ___________________ Name: __________________
Address: _________________ Address: _______________
Phone: ___________________ Phone: ________________

This permit expires three (3) months after date of issued and may be renewed upon application. Ref: 171.11
171.14 - Sidewalk, Driveway And Trail Specifications

(A) Sidewalks.

(1) Grades; Establishment of Property Lines. All sidewalks, access ramps, and driveway approaches shall be constructed in grades as approved by the City Engineer. It shall be the responsibility of the owner to establish property lines by competent survey at his/her own expense.

(2) Minimum Width of Sidewalks. The minimum width of sidewalks shall follow the guidelines of the Master Street Plan, of the Comprehensive Land Use Plan. In all cases, the effective width of the sidewalk shall be a minimum of 4 feet. Effective sidewalk width is the actual sidewalk width, less:

(a) A shy distance of 2 feet where vertical barriers (walls, fences, signs, etc.) greater than 3.5 feet in height are adjacent to the sidewalk and extend more than 4 feet in length parallel to the sidewalk.

(b) A shy distance of 1.5 feet for curb adjacent to the sidewalk.

(c) A shy distance of 1 foot for all other fixed obstacles.

The greatest of the above distances shall apply for each side of the walk.

(3) Sidewalk Distances from the Curb. The sidewalk setback distance from the curb shall follow the guidelines of the Master Street Plan, or be as specified in the final plat unless otherwise approved by the City Engineer.

(4) ADA Guidelines. Sidewalks within rights of way shall conform to ADA guidelines.

(B) Access Ramps.

(1) ADA Requirements. Access ramps shall conform to ADA requirements, including detectable warning devices such as truncated domes.

(2) Sidewalk Intersections. Access ramps shall be installed at all sidewalk intersections with the street.

(3) Raised Crosswalk. The raised or built-up access ramp shall not be installed on public streets without the approval of the City Engineer.

(4) Minimum Width. The minimum width of a curb ramp shall be 48 inches.

(5) Slope. The slope of the ramp shall not be greater than slopes specified in the Minimum Street Standards.

(D) Multi-Use Trails.

(1) Minimum Width of Multi-Use Trails. The minimum width of trails shall follow the trail cross-section guidelines of the Active Transportation Plan.

(2) ADA Guidelines. Trails shall conform to ADA guidelines, to the extent possible.

(3) Bollards. Bollards are required at trail intersections with streets.


(5) Street Crosswalks. Trails that intersect and cross public streets shall have a red colored concrete crosswalk with 2-foot wide white thermoplastic stripes on each side, a patterned thermoplastic
overly for the full crossing area, or other approved treatment to clearly mark the trail crossing. For major streets, this crosswalk may be raised 2.5 inches above pavement surface.

(6) Striping. Center line stripe and a diamond pattern stripe around the bollards shall be installed. Striping shall conform to the Manual on Uniform Traffic Control Devices, Part 9 - Traffic Controls for Bicycle Facilities. Additional striping may be required for increased safety in accordance with MUTCD standards.

(Code 1965, §18-28; Ord. No. 1790, 3-15-71; Ord. No. 2629, 5-6-80; Ord. No. 3117, 9-3-85; Code 1991, §98.67; Ord. No. 4005, §1, 11-19-96; Ord. No. 4100, §2 (Ex. A), 6-16-98; Ord. No. 4919, 9-05-06; Ord. No. 5044, 8-07-07; Ord. No. 5270, 9-1-09; Ord. No. 5333, 7-6-10; Ord. No. 5789, Repealed & Replaced Chp. 171, 8-4-15)