



COMMUNITY DEVELOPMENT DEPARTMENT

DRIVEWAY

Permit Information:

- Completed permit application including the estimated cost of construction and all contractors with their contact information listed.
- One copy of the plat of survey for your property with the driveway location clearly marked and work area highlighted and measurements noted.
- A copy of the signed work contract.
- Lot Coverage Calculation if driveway will be expanded. This form is available at Village Hall and on the Village website.
- Once submitted, Village staff will review the documents for compliance with Village Codes.
- Village staff will contact you when the permit is ready for pickup.
- The Village only accepts cash or check for payment.

Construction Requirements:

- If replacing the driveway, the driveway apron must also be replaced if it is in a state of disrepair.
- Maximum drive width is 20'-0" at sidewalk/property line. Width includes concrete/paver ribbons.
- Driveway shall not be closer than 1'-0" from the side property line.
- Driveway base shall be minimum 6" compacted aggregate.
- Driveway surface shall be minimum 2" asphalt (or minimum 4" concrete).
- If the driveway will be widened from the public sidewalk to the house, there must be a minimum angle of 45° between edge of driveway and the sidewalk.
- If driveway will be widened, the allowed lot coverage cannot be exceeded. Lot coverage cannot exceed 45% for R2 or R2A Zoned lots. See Ordinance for lot coverage in other Zoning Districts.
- Curb cuts require a permit/inspection and must be noted on the application and work contract.
 - Cut shall be machine-made (not a hand-held saw) and smooth the entire length of the cut.
 - Cut shall transition up to full curb height at each end at a gentle slope (maximum 30° angle).
 - Exposed concrete on the face of the cut shall be sealed.

Inspections:

- **2-business day notice** is required when scheduling inspections.
 - Base
 - Final

Reminder:

- State Law requires the actual person doing the digging to contact J.U.L.I.E. for location of underground utilities 48 hours before starting to dig. Call 800-892-0123 or 811.

If you have questions on your project, please contact
the Community Development Department at 847-639-1100.