



# DRIVEWAY, PARKING PAD & CURB CUT PERMIT APPLICATION

***Office Use Only***	
Permit No.	_____
Parcel No.	_____

## NEW, REPLACEMENT, OR EXPANSION

Permit Fee: \$70.00

PROPERTY ADDRESS: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

OWNER'S PHONE: \_\_\_\_\_ OWNER'S EMAIL: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

CONTRACTOR'S PHONE: \_\_\_\_\_ CONTRACTOR'S EMAIL: \_\_\_\_\_

### Proposed work? Check all that apply

*DRIVEWAY:	<input type="checkbox"/> NEW	<input type="checkbox"/> REPLACEMENT	<input type="checkbox"/> EXPANSION
How many feet from the side lot line? _____			
APPROACH:	<input type="checkbox"/> NEW	<input type="checkbox"/> REPLACEMENT	<input type="checkbox"/> EXPANSION
*CURB CUT:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
PARKING PAD:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
How many feet from the side lot line? _____			

\*Provide a plat of survey indicating driveway or parking pad dimensions (width and length) up to and including the area in front of any garage/accessory building door(s).

### STANDARD REQUIREMENTS:

- Property owner, and all successive property owners, is the Permittee and shall remain responsible for compliance with all provisions under this Permit.
- Before excavating, Contractor must contact Diggers Hotline at 811 or [www.diggershotline.com](http://www.diggershotline.com) to locate underground utilities.
- **Permittee (or his/her Contractor) must call the City (414-766-7002) to arrange for an inspection of the forms and stone subbase. The inspection will be completed within one working day of the time caller indicates approach will be fully ready to be inspected. Contractor MUST NOT call requesting an expedited inspection after concrete or asphalt has already been ordered and/or is being delivered to the site.**
- Driveway approach shall be installed in accordance with City of Oak Creek Engineering Department driveway approach specifications and requirements.
- Driveways (new and expanded) and parking pads shall conform to [Sec. 17.0503](#) of the Municipal Code.

### CURB CUT REQUIREMENTS:

- Curb head must be only cut by truck-mounted saws that are specifically set up for curb head cutting.
- Driveway flares must match up with the curb cut opening.
- Property owner guarantees the cut curb section for a period of ten (10) years. Owner's responsibility includes replacement of the curb and gutter if the workmanship or final product causes a problem for the City over the next ten years. Determination of whether or not the curb cutting is the source of the problem shall be the sole discretion of the City Engineer.