

REVISED 3/2021

**Application for Curb Cut/Driveway Permit/Sidewalk Permit**

Check all that apply: \_\_\_\_\_ Curb Cut \_\_\_\_\_ Driveway \_\_\_\_\_ Driveway Addition \_\_\_\_\_ Sidewalk

Date of Application Submission: \_\_\_\_\_

Project Start Date (must be at least 30 days after date of Application Submission): \_\_\_\_\_

Project End Date: \_\_\_\_\_

Estimated Project Cost: \_\_\_\_\_

Applicant/Owner Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Provide the location, address and PIN, where work is being done:

\_\_\_\_\_

Name of person or contractor doing work: \_\_\_\_\_

Company Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Email: \_\_\_\_\_

Please attached to this application plans and specifications for work to be performed, including detailed drawings, dimensions, description of work to be done, subgrade materials and thicknesses, concrete/asphalt thickness and composition. **An aerial photo from Wingis may be used to submit this information.** City Staff shall inspect the project prior to the pouring of asphalt or concrete to ensure compliance with City specifications.

**Please check one box indicating driveway material to be used:**

- HMA – 3” of compacted asphalt surface with 8” of compacted IDOT Type C aggregate base course.
- Concrete – 6” of concrete and 6” of compacted IDOT Type C aggregate base course.

**\*\*\*\*SEE ATTACHED COPIES OF CITY ORDINANCES SPECIFYING REQUIREMENTS FOR DRIVEWAYS, DRIVEWAY ADDITIONS AND SIDEWALKS.**

Per Section 86-77 and 86-187, before a permit will be issued, a Performance Bond, Letter of Credit or Cash Surety must be provided in an amount equal to 120% of the estimated costs of the improvements within the right of way.

For Office Use Only

Permit Fees: \$ \_\_\_\_\_

Bond Posted: \_\_\_\_\_

Staff Comments/Approval:  
Zoning Clearance  
\_\_\_\_\_

City Engineer Clearance  
\_\_\_\_\_

Date of Approval:

Inspection Date:

"AN EQUAL OPPORTUNITY EMPLOYER"



**ATTESTATION**

*Under penalty of intentional misrepresentation and/or perjury, I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement(s) in compliance with all provisions of the applicable ordinances, rules and regulations of the City and any other applicable governing bodies. I realize that the information that I have affirmed hereon forms a basis for the issuance of the permit(s) herein applied for. I hereby grant the City, its employees and agents the temporary right to enter the property subject to this permit throughout the duration of the permit to complete any inspections as necessary to confirm compliance with all applicable ordinances, rules and regulations of the City and other governing bodies. I hereby agree to hold the City, its officers, employees, and agents harmless from any and all costs, damages, liabilities and attorneys' fees which may occur to be claimed to occur by reason of any work performed under this permit.*

I agree to pay:

1. Any and all fees, related to this above selected project.

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor's Name (Printed): \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_