



## CURB CUT APPLICATION

**Requires 3 WORKING days minimum for review by Engineering Division prior to Construction**

Submission Date: \_\_\_\_\_ Applicant Name: \_\_\_\_\_

Contact Information (Phone and Email): \_\_\_\_\_

Property Address: \_\_\_\_\_

### Type of Curb Cut:

- Residential Driveway     Commercial Driveway - 24' Maximum Width     Alley Approach - 14' Typical Width  
 10' (Single)     Industrial Driveway - 30' Maximum Width  
 16' (Max Width)

### Complete each item:

1. Does the existing lot meet setback requirements for the governing district?  Yes  No
2. For lots being improved, has a variance been granted from the Board of Zoning Appeals?  N/A  Yes  No
3. Are there any intersections within 50' of the proposed residential drive?  
(Industrial approach requires 100' distance from intersections)  Yes  No  
\_\_\_\_\_ Provide Proximity
4. Are there any obstructions near the drive? (i.e light poles, hydrants etc.) If so, list here: \_\_\_\_\_  Yes  No
5. Does the existing property have access to garage via an alleyway?  Yes  No
6. Does the proposed work meet clear sight area requirements?  Yes  No

Additional Comments: \_\_\_\_\_

### **Drawing of proposed work must be included with this application**

**\*\*Contractor bonded with Public Works shall pull a permit for construction work in the Right of Way**

#### ENGINEERING OFFICE USE ONLY:

- Approved     Approved as Noted     Denied as Noted     Traffic Study Required

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Engineering Division Authorized Signature

**~New engineering review and approval required after 3 months if no permit has been issued for work~**

## Driveway Specifications and Standards

Go to [www.southbendin.gov](http://www.southbendin.gov)

**My Government>Departments>Public Works>Divisions>Engineering**

On left side of page see:

**Design & Construction Standards & Prevailing Spec for Public Works**

Also, See South Bend Municipal Code for zoning and property improvement guidelines.

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### **Permit fees for construction in the Right of Way:**

<b>Construction: Sidewalk/Curb/Gutter/Alley/Approach/Roadway</b>	
(Fees include \$25 processing fee)	
<b>Replacement-in-kind</b>	
	Curb or Sidewalk \$0
	Residential Driveway Approach (\$15) \$40
	Non-residential Driveway Approach \$120
<b>New</b>	
	Curb or Sidewalk (\$5/10 linear feet) \$25 minimum
	Residential Driveway Approach \$60
	Non-residential Driveway Approach \$155
	Roadway or Alley (\$10/10 linear feet) \$50 minimum
<b>Re-inspection</b>	\$25