CITY OF COLLEGE STATION
Home of Texas A&M University®

FOR OFFICE USE ONLY	
CASE NO.:	_____
DATE SUBMITTED:	_____
TIME:	_____
STAFF:	_____

PERMIT TO CONSTRUCT ACCESS DRIVEWAY FACILITIES FOR EXISTING RESIDENCES ON CITY OF COLLEGE STATION RIGHT-OF-WAY

MINIMUM SUBMITTAL REQUIREMENTS:

- ☐ Application completed in full. This application form provided by the City of College Station must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- ☐ One (1) sketch of the design of the driveway facilities (see page 4).

ADDRESS _____

LEGAL DESCRIPTION (Lot, Block, Subdivision) _____

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary contact for the project):

Name _____ E-mail _____

Street Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Fax Number _____

Dear Sir or Madam:

The City of College Station hereby authorizes the construction on public right-of-way for development of access to your residential property which is located at:

_____

provided you agree to and comply with the following conditions:

1. Design of the driveway facilities is attached.
2. Design shall meet requirements located in 7.3.C.7. Geometric Design of Driveway Access of the Unified Development Ordinance (UDO), including, but not limited to the following:
   a. The residential driveway approach, measured at the property line, shall not exceed twenty-five feet (25') in width, while the minimum width shall not be less than twelve feet (12');
   b. The combination of two (2) driveways for residential circular drives shall not exceed twenty-five feet (25').

   Please refer to the UDO for additional driveway design requirements.
3. Maintenance of facilities constructed hereunder shall be the responsibility of the property owner, and the City reserves the right to require any changes, maintenance or repairs as may be necessary to provide protection of life or property on or adjacent to the public right-of-way. Changes in design will be made only with approval of the City Engineer.
4. The owner shall hold harmless the City and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of the permit.
5. Construction shall be in accordance with attached detail ST2-00 for curb and gutter streets and detail ST2-02 for open ditch streets. **Primary emphasis should be placed on clean saw cuts of the existing curb and sidewalk and a proper pavement doweling and abutment.**

6. The installation of all driveways, both curbed and culvert, must meet the design requirements found in the ST2-00 - ST2-03 details of the BCS Unified Design Guidelines.

7. No residential driveway shall be constructed within twenty (20') of the corner of a street intersection. This measurement shall be taken from the intersection of property lines at the corner. Also nothing shall be constructed in this triangle to impair vehicle drivers vision.

8. When a culvert is used within the Right-of-Way, you must contact engineering for a culvert inspection at (979) 764-3570 **BEFORE DRIVEWAY IS POURED** over culvert. It also must have concrete sloped end sections (6:1 Slope) or approved equal.

9. Parking and driveway must comply with Ordinance No. 2013-3522. This requirement consists of not having more than fifty percent (50%) of your front yard as a parking surface and must have one (1) parking spot per bedroom up to four (4) bedrooms. These are not all of the specifics of the ordinance. For more details, please contact the Planning & Development Department at (979) 764-3570.

10. A Permit Technician must be contacted at the Planning & Development Services Department (979) 764-3570 at least **TWENTY FOUR HOURS (24)** hours to request inspection of form work within the Right-of-Way **BEFORE POURING CONCRETE.**

11. Additional Requirements:

This permit shall not be valid until owner signs the statement in which he agrees to comply with the conditions herein. A Permit Technician should be contacted at Planning & Development Services (979.764.3570) at least **twenty-four (24) hours before requesting inspection of form work** within the Right-of-way **before pouring concrete.**

City of College Station

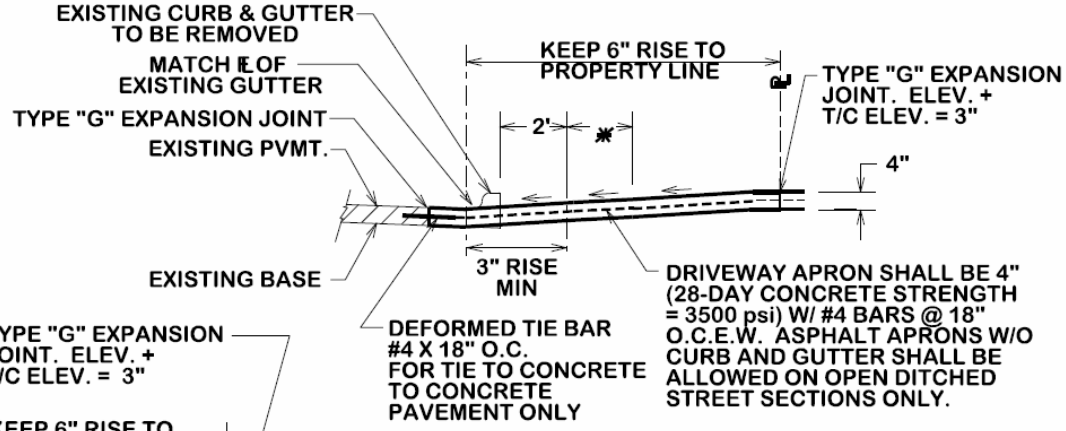
By: _____
City Representative

I (We), the undersigned, hereby agree to accept and comply with the terms and conditions set out in this permit for construction of access driveway facilities on public right-of-way.

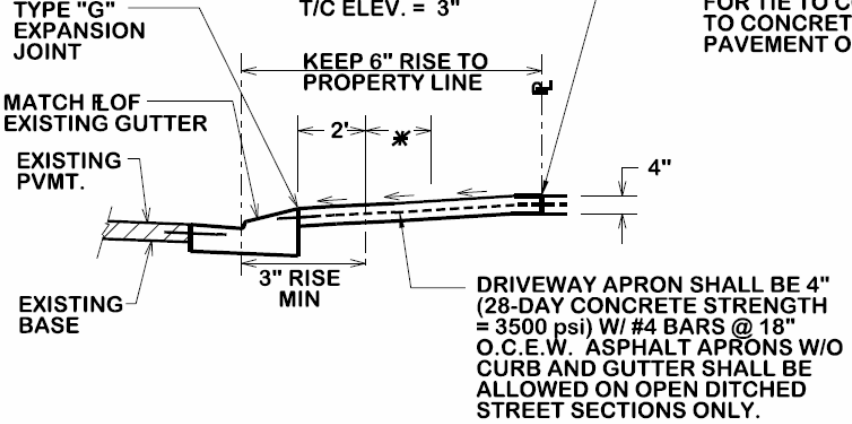
Contractor Signature: _____

Contractor Printed Name: _____

Contractor Phone Number: _____



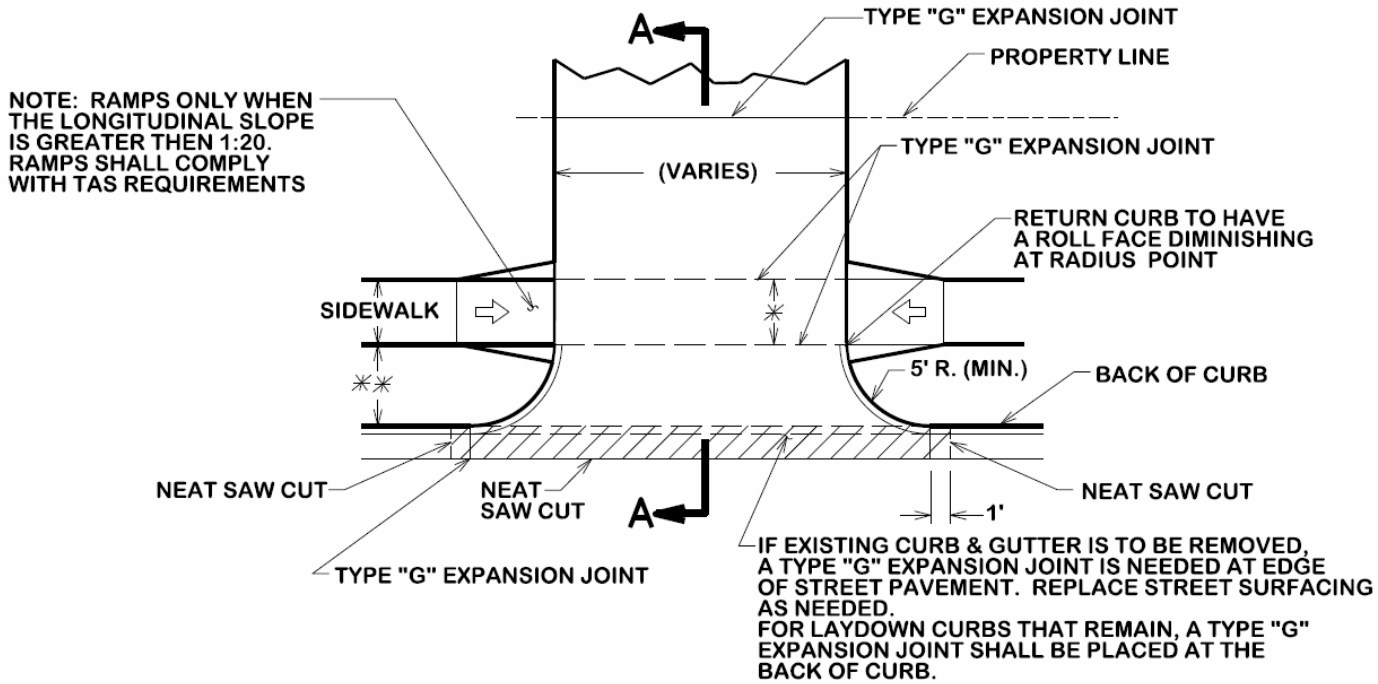
SECTION A-A



✱ MAINTAIN 2% MAX CROSS SLOPE. 5' MIN. WIDTH.

✱✱ EXISTING SIDEWALKS, (A MIN. OF 4' BEHIND BACK OF CURB), MAY REMAIN IN PLACE OTHERWISE SIDEWALK MUST BE REMOVED.

SECTION A-A
WITH LAYDOWN CURB



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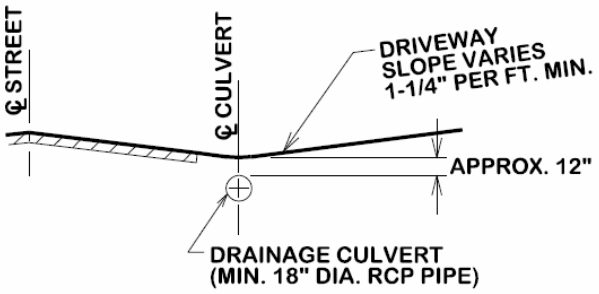
RESIDENTIAL DRIVEWAY

DATE		DETAIL NO.
OCT. 2016	**B/CS UNIFIED STANDARD DETAIL**	**ST2-00**

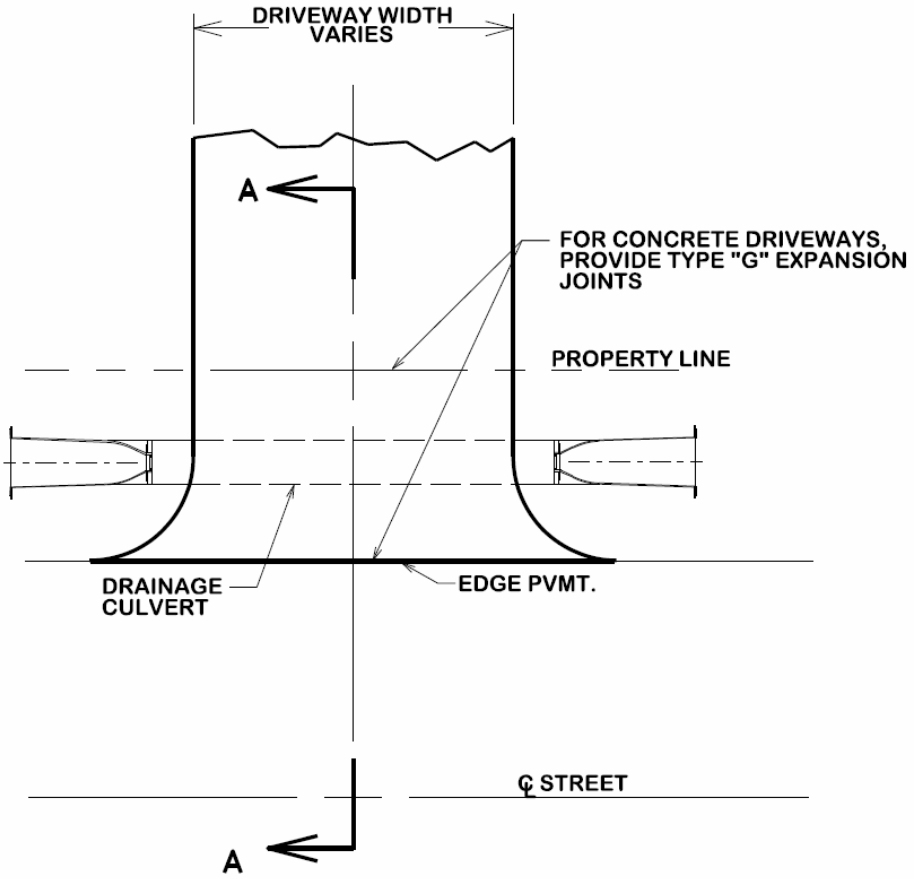
CITY OF COLLEGE STATION

NOTE:

1. LENGTH OF DRAINAGE PIPE FOR RESIDENTIAL DRIVES IS 36' MAX & 20' MIN.
2. ALL DRIVEWAY PIPES WITHIN ROW MUST HAVE CONCRETE SLOPED END SECTIONS (6:1 SLOPE) OR APPROVED EQUAL.



SECTION A-A



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TYPICAL DRIVEWAY ENTRANCE WITH CULVERT

DATE		DETAIL NO.
OCT. 2016	B/CS UNIFIED STANDARD DETAIL	ST2-02

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Please provide a sketch of the proposed Driveway (in compliance with the UDO requirements):