



611 Mulberry Road, Suite 300
 Derby, KS 67037
 Phone 316-788-6632
 Email: permits@derbyweb.com
www.derbyks.com

Application for
Approach & Driveway Addition
 This Application is Required for All Approaches and
 Additions to Driveways

A DIMENSIONED DRAWING OF THE PROJECT MUST BE ATTACHED

A COPY OF THE PERMIT MUST BE KEPT ON SITE AT ALL TIMES.

Date: _____

Fee: \$25.00

CONTACT INFORMATION

Address of Proposed Work: _____

Property Owner Name: _____

Property Owner Phone: _____ Email: _____

Contractors Name/Company: _____

Contractor Address: _____

License #: _____

Contractor Phone: _____ Email: _____

APPROACH & DRIVEWAY INFORMATION (see specification sheets to complete the following)

Project Type: New Replacement (No additional paving)

Expansion (Additional pavement to existing driveway)

Curb Type: Standard Roll

Sidewalk Location: At the Curb At the Right-of-Way Line No Sidewalk

Approach Wings: 3-foot Wing 6-foot Wing (Required for sidewalk at standard curb)

Paving Surface: 6" Concrete Other: _____ Depth & Material
 (Requires City Engineer Approval)

Approach Reinforcement:

Welded Wire Fabric Rebar size _____ Curb Pinning with #4 rebar 18" O/C 24" in Length

Approach & Driveway Width: _____ ft. (not including wings)

Driveway Area: _____ sq. ft. (area between property line and building setback; cannot exceed 1,200 sq. ft. or 50% of dwelling's required yard, whichever is less.)

Is the property in a FEMA Hazard Area: Yes No (If Yes, a Floodplain Development Permit may be required)

COMPLETE APPLICATION ON NEXT PAGE

CERTIFICATION

1. I hereby certify that the information given herein is correct and that I will comply with the zoning regulations and requirements of this application. I understand that a permit issued based on false statements, which are material to the issuance of this permit, shall make any issued permit null and void. Issued permits and/or certifications do not nullify any deed restrictions or restrictive covenants filed of record.
2. I acknowledge that the \$25.00 application fee is non-refundable.
3. The applicant must call for an inspection when approach and driveway are framed and prior to pouring pavement. Contact (316) 788-6632 Option 2 to schedule the required inspections.

Applicant Signature

Date

Printed Name

OFFICIAL USE ONLY

Required Documents: Fee Plot Plan w/ Dimensions
 Floodplain Development Permit Application (if applicable)

Permit Status: APPROVED DENIED **Permit Number:** _____

Reviewed By:

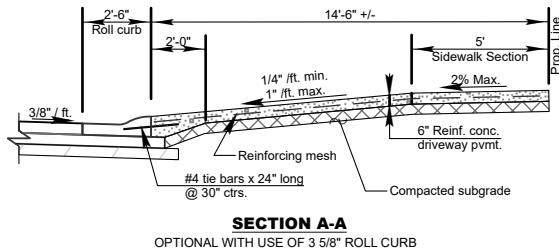
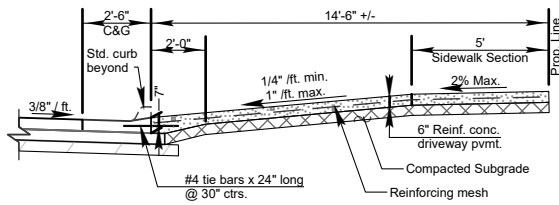
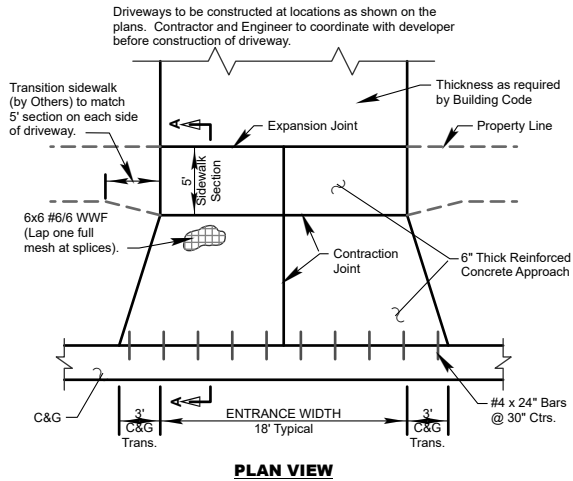
City Planner or Authorized Agent City Engineer (if applicable) Permit Issue Date

Notes/Conditions: _____

Permit Return Method: Email Permit Mail (USPS) Pick-Up (Call Applicant)

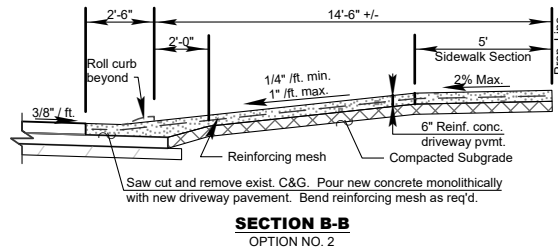
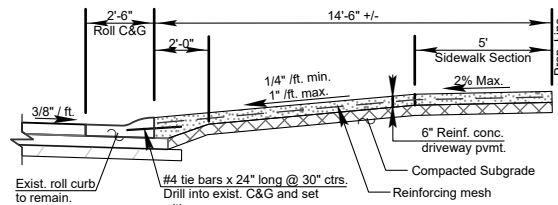
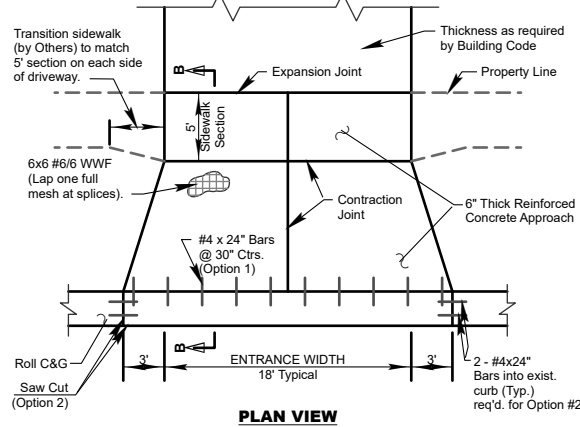
NOTE: The City of Derby does NOT allow existing curbs to be cut at the flowline for installation or replacement of approaches. New approaches may be dowelled into the back of existing roll curb or the entire curb section may be saw cut, removed, and replaced with the approach.

**DRIVEWAY DETAIL
WHERE CONSTRUCTED WITH STREET IMPROVEMENT PROJECT**



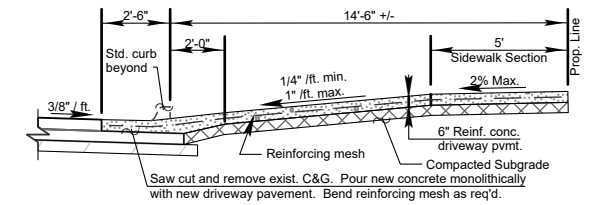
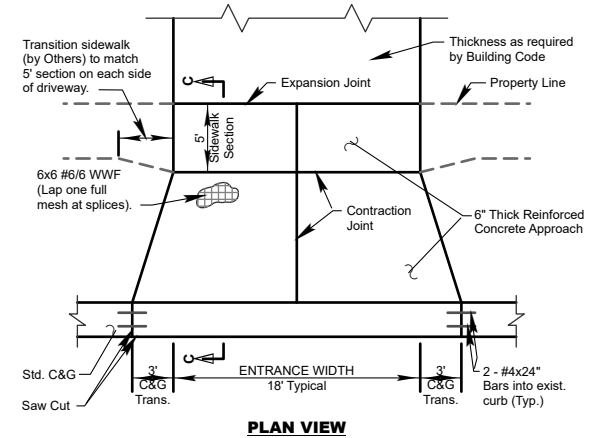
**DRIVEWAY DETAIL
AT LOCATIONS WITH EXISTING PAVEMENT & ROLL CURB**

OPTION No. 1: Drill and Dowel.
OPTION No. 2: Saw cut & remove exist. C&G in its entirety. Pour monolithic with driveway. Reinforce with driveway mesh. Contractor to ensure positive drainage.



**DRIVEWAY DETAIL
AT LOCATIONS WITH EXISTING PAVEMENT & STANDARD CURB**

Saw cut & remove exist. C&G in its entirety. Pour monolithic with driveway. Reinforce with driveway mesh. Contractor to ensure positive drainage.



Revisions		
No.	Date	Description
5	10/11/17	Changed sidewalk width
4	3/5/10	Changed notes and misc. items
3	9/23/09	Took out cut C&G @ flowline
2	4/17/01	Changed dowel spacing
1	3/17/95	Changed sidewalk location

City of Derby
**DRIVEWAY DETAILS
RESIDENTIAL**