

RIGHT-OF-WAY PERMIT APPLICATION (Driveway and/or Sidewalk)

Email the completed application, current business license, and copy of the NOI to the Permit Technician to expedite the permit process jcantrell@newnanga.gov

Please complete this form if you are proposing to install or replace a sidewalk or driveway apron on the public right of way.

PROJECT INFORMATION	
Address of proposed work <i>(if you do not have an address please see the planning department to obtain an address)</i>	
Project Description <i>(remove and replace driveway, add parking pad off the right of way, etc.)</i>	
CONTRACTOR INFORMATION	
Contractor name:	
Contractor mailing address:	
Contractors phone number:	Contractor email:
JOB INFORMATION	
Sidewalk existing - Y or N	Curb & Gutter existing - Y or N
Proposed driveway dimensions and finish materials:	

I hereby certify that I have read and examined this application and know the same to be true and correct and that all provisions of federal, state, and local law and ordinances governing this type of work will be complied with, whether specified herein or not.

Print and Sign _____ Date _____

[Type here]

Name on Credit Card: _____

Credit Card Number: _____ Expiration Date: _____

Amex ___ Visa ___ Master ___ Discover _____ 3 Digits CVV code: _____

Signature to charge credit card _____ Date: _____

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ELEMENTS REQUIRED SKETCH PLAN FOR SIDEWALK/DRIVEWAY PERMIT

1. North arrow, lot number and address, plat reference. A good base map to use is the plat or an aerial print out from Cowetatax.com
2. Width and location of any adjoining street right-of-ways and property lines
3. Outlines of existing and proposed buildings and structures on the site indicating ground floor area (footprint).
4. Storm Drains and Utility easements (label the utility and width of easement)
5. Location of proposed driveway or sidewalk work including any sections existing that will be removed and replaced.
6. Distance of driveway from intersection (min 50').
7. Distance of driveway from property line (4' min except in cul-de-sac)
8. Width of driveway at the right of way (max 24')
9. Width of curb cut (max 30' for residential)
10. Width of sidewalk (preferred 5' min but can match existing)
11. Cross slope of sidewalk (max 2%)
12. Any areas of decorative concrete proposed on right of way
13. If you are in an area with existing streetscape design you will need to match the streetscape design for brick and concrete color.

[Type here]

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