



PUBLIC WORKS DEPARTMENT
 1301 12TH STREET, SUITE 300
 ALTOONA, PA 16601
 (814) 949-2446

DRIVEWAY PERMIT APPLICATION

APPLICANT

NAME:		PHONE:	
MAILING ADDRESS:	CITY:	STATE:	ZIP CODE:

LOCATION FOR PERMIT

MAILING ADDRESS:	CITY:	STATE:	ZIP CODE:
------------------	-------	--------	-----------

OWNER(S) NAME AND ADDRESS (IF DIFFERENT FOR APPLICANT):

NAME:		PHONE:	
MAILING ADDRESS:	CITY:	STATE:	ZIP CODE:

IS DRIVEWAY FOR:	EXISTING BUILDING	NEW CONSTRUCTION
IF NEW CONSTRUCTION, IS BUILDING TO BE:	RESIDENTIAL	COMMERCIAL INDUSTRIAL INSTITUTIONAL

PLEASE PROVIDE A SKETCH SHOWING LOCATION OF PROPOSED DRIVEWAY ON THE PROPERTY.

SIGNATURE

<p>_____</p> <p>SIGNATURE OF APPLICANT</p>		<p>_____</p> <p>DATE</p>	
--	--	--------------------------	--

FEES

<p>FEE MUST ACCOMPANY THE APPLICATION</p> <p>DRIVEWAY PERMIT FEE: \$175.00</p> <p>(CHECK IS PAYABLE TO THE "CITY OF ALTOONA")</p>
--

THE FOLLOWING TO BE THE BUREAU OF ENGINEERING

RECIPT NUMBER:
DRIVEWAY PERMIT NUMBER:

DRIVEWAY PERMIT APPLICATION

DRIVEWAY SPECIFICATIONS

RESIDENTIAL DRIVEWAY

- PERMITS REQUIRED FOR ANY AND ALL NEW CONSTRUCTION AS WELL AS ANY EXISTING DRIVEWAY WHICH IS ALTERED.
- WIDTH OF A RESIDENTIAL DRIVEWAY TO BE 10 FEET MINIMUM, 20 FEET MAXIMUM.
- IN RIGHT-OF-WAYS WITH EXISTING CURB AND SIDEWALK, DRIVEWAY TO BE A MINIMUM 6" REINFORCED CONCRETE (MONOLITHIC CURB AND SIDEWALK IS ALLOWABLE).
- IN RIGHT-OF-WAYS WITHOUT CURB AND/OR SIDEWALK - MINIMUM 6" REINFORCED CONCRETE (PREFERRED) OR 4" 2A STONE SUBBASE, 4" B.C.B.C., AND 1" ID-2 WEARING COURSE.
- WHEN CURBING EXISTS ADJACENT TO THE PROPOSED DRIVEWAY, MATCH THE LINE AND GRADE OF THE EXISTING CURB. INSTALL DEPRESSED CONCRETE CURB DRIVEWAY APPROACHES 1 1/2" ABOVE THE ADJACENT STREET OR GUTTER GRADE TO MAINTAIN PROPER DRAINAGE. SIDE SLOPES SHOULD BE 12:1, HOWEVER, DEPENDING ON EXISTING SITE CONDITIONS, THIS MAY NOT BE POSSIBLE, AND A MAXIMUM OF 10:1 IS ACCEPTABLE.
- WHEN NO CURBING EXISTS, CONSTRUCT THE DRIVEWAY SO AS NOT TO IMPAIR EXISTING DRAINAGE WITHIN THE RIGHT-OF-WAY. WHERE A DRAINAGE DITCH OR SWALE EXISTS, INSTALL ADEQUATE SIZE AND LENGTH OF PIPE UNDER THE DRIVEWAY FOR DRAINAGE. PIPE TO BE A MINIMUM 15" DIAMETER UNLESS SITE CONDITIONS REQUIRE LESS. IF COVER OVER THE PIPE IS MINIMAL, REINFORCED CONCRETE OR CORRUGATED METAL PIPE IS RECOMMENDED.
- DRIVEWAY MUST MEET ADEQUATE SIGHT DISTANCE AS PER PENNDOT ROADWAY SIGHT DISTANCE CRITERIA.
- DRIVEWAY MUST BE A MINIMUM OF FIVE (5) FEET FROM THE SIDE PROPERTY LINE WITHIN THE RIGHT-OF-WAY AREA.
- DRIVEWAY MUST BE STABILIZED INSIDE OF PROPERTY.
- ON DRIVEWAYS ADJACENT TO INTERSECTIONS THE DISTANCE FROM THE EDGE OF PAVEMENT OF THE INTERSECTING STREET TO THE FIRST PERMITTED DRIVEWAY IS A MINIMUM OF 20 FEET ON CURBED STREETS, 30 FEET ON UNCURBED STREETS, AND 15 FEET FROM ALLEYS.
- NORMALLY ONLY ONE DRIVEWAY IS PERMITTED FOR RESIDENTIAL DRIVEWAYS; HOWEVER, IF PROPERTY FRONTAGE OR SITE CONDITIONS WARRANT, AN ADDITIONAL DRIVEWAY MAY BE AUTHORIZED FOR AN ADDITIONAL FEE.
- THE DRIVEWAY AND PARKING FACILITIES MUST BE ON THE SAME OR IMMEDIATELY ADJACENT LOT AND UNDER THE SAME OWNERSHIP AS THE RESIDENCE.
- POSITION DRIVEWAYS USED FOR TWO-WAY OPERATION AT RIGHT ANGLES (90 DEGREES) TO THE STREET OR AS NEAR TO 90 DEGREES AS SITE CONDITIONS PERMIT. ALSO, RESTRICTIONS ON BACKING OUT OF DRIVEWAY MAY BE APPLIED.
- THE CURRENT PERMIT FEE IS PER EACH DRIVEWAY. THE CURRENT CLERICAL FEE IS PER APPLICATION.
- CONTACT THE PENNSYLVANIA ONE CALL SYSTEM THREE BUSINESS DAYS BEFORE DIGGING, CALL 811 OR 1-800-242-1776

COMMERCIAL DRIVEWAY

ALL OF THE ABOVE RESIDENTIAL SPECIFICATIONS APPLY TO COMMERCIAL DRIVEWAYS WITH THE FOLLOWING EXCEPTIONS:

- COMMERCIAL DRIVEWAY - 35' MAXIMUM WIDTH
- WHEN MORE THAN ONE DRIVEWAY IS REQUESTED, AN 8' OR LARGER SEPARATION AREA IS REQUIRED
- DEPENDING ON EXISTING CONDITIONS, COMMERCIAL DRIVEWAYS MAY BE REQUIRED TO BE ENTRANCE OR EXIT ONLY AND REQUIRED TO BE SIGNED AS SUCH. STOP SIGNS OR OTHER SIGNS MAY ALSO BE REQUIRED TO BE PLACED. ALL REQUIRED SIGNING WILL BE AT THE OWNER'S EXPENSE.

