



RESIDENTIAL DRIVEWAY APPLICATION

PLEASE NOTE: This application is not to be considered complete until all documents and fees are received and approved by the Zoning Administration

Project Location:

Property Address: _____ Auditor's Parcel Number(s): _____

Please check all that apply:

Driveway <input type="checkbox"/>	Approach <input type="checkbox"/>	Right Of Way Use Right of Way Permit	Type (check all that apply) <input type="checkbox"/> New <input type="checkbox"/> Replace <input type="checkbox"/> Change Change type: <input type="checkbox"/> Material <input type="checkbox"/> Width <input type="checkbox"/> Location
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Current Driveway Drive Width _____	Current Material _____	Curb Removal: <input type="checkbox"/> Yes <input type="checkbox"/> No Feet _____ ROW Permit # _____
Proposed Driveway Drive Width _____	Propose Material _____	Entire Length _____

Additional Information, if applicable:

Applicant (if different than Owner):

Name: _____ Phone Number/Ext.: _____
 Complete Address: _____
 Email Address: _____ Fax Number: _____

Property Owner:

Name: _____ Phone Number/Ext.: _____
 Address: _____
 Email Address: _____ Fax Number: _____

Contractor:

Name: _____ Phone Number/Ext.: _____
 Address: _____
 Email Address: _____ Fax Number: _____



SITE PLAN – REQUIRED

Please show property lines, all dimensions of existing structures, any proposed structures, and how far structures are from one another, and dimensions from the property lines (you may use graph paper, or any other site plan showing this required information)



Not to scale

To Scale



www.centerburgoh.org

See 1115.03 General Requirements (Parking, Access, and Connectivity)

Code: (c) Driveways.

(1) Driveways in the ER, R-1, R-2, and R-3 Districts shall be subject to the following:

A. The driveways shall be a minimum of eight (8) feet wide.

B. The driveways may be located along a lot line.

C. On lots where there is a side-loading garage or access to a garage where a vehicle backs out of the garage toward an adjacent lot line instead of a street and where a zero (0) -foot setback is proposed, a curb shall be installed along the entire driveway to prevent the overhang of any vehicles across lot lines.

D. All driveways shall be designed to maintain proper drainage.

Surface and Grading

- The surface of any parking area, aisle, driveway, or maneuvering area shall be paved with a hard, durable, dust-free surface such as asphalt or concrete (excluding compacted gravel) and approved by the Zoning Administrator.

Impervious Surface

- Any hard-surfaced, man-made area that does not readily absorb or retain water, including but not limited to building roofs, parking and driveway areas, sidewalks, decks, and paved recreational facilities. The use of porous or pervious pavers or materials shall not constitute impervious surfaces.

905.02 CURB CUTS; PAVED APPROACHES.

(a) All new driveways, private lanes, or parking areas, installed in the Village which involve the cutting of or removal of an existing curb shall have paved approaches. The area to be paved shall run from the street up to an existing sidewalk or a distance of fifteen feet in length, whichever is less. The entire width of said driveway, lane or parking area shall be so paved and shall be a minimum of ten feet wide.

(b) "Paved," as referred to in this section, shall consist of blacktop (asphalt) of three inches in depth or concrete with wire mesh or reinforcing bars of a depth of at least four inches. There shall also be a compacted granular base substance of at least ten inches in depth under all constructions.

(c) All persons, planning to install a driveway, lane or parking area which involves the cutting or removal of the curb shall first obtain a building permit from the Zoning Inspector. Permits shall only be granted if the plans for said project comply with this section.

I have read, understand, and agree to abide by the terms of this agreement.

Property Owner's Signature

Date

Applicant's Signature

Date

FOR OFFICE USE:

Application Number: _____
 Date Received: _____
 Date of Site Inspection: _____
 Flood Plain Zone: Yes No
 Date of Action on Application: _____

Fee Paid: _____
 OUPS Ticket: _____
 Contractor Registered: Yes No
 Approved Denied



If Application is denied, reason for denial:

_____ Date

_____ Zoning Administrator

Additional Information Required:

