



City of Soldotna DRIVEWAY APPLICATION & PERMIT



Application Date: _____

Owner Information

Name: _____
Mailing address: _____
City/St/Zip: _____
Phone: _____

*Work performed in the City right-of-way must be performed by a bonded, licensed contractor listed **WITH** the City of Soldotna*

Bonded Contractor Contact Information

Name: _____
Mailing address: _____
City/St/Zip: _____
Phone: _____

Driveway Location Information

Site address: _____
KPB parcel #: _____

Driveway Details

Width _____ Ditch Depth _____ Culvert No Yes *If yes, fill out type, length & diameter below*
Type _____ Length _____ Diameter _____
End Sections No Yes

This driveway will connect to a road that is:

Gravel → with ditches without ditches

OR

Paved → no curb with rolled curb With curb and gutter and/or sidewalk

Attach map of driveway showing approximate location of driveway on lot as well as name of road that driveway intersects.

By signature below the applicant certifies that

- he/she is either the owner of the property or an authorized agent and
- the driveway will be constructed and maintained in accordance with the provisions of City Code and
- installation shall meet all conditions, requirements and regulations of the department
- he/she has read City Code Chapter 12.12 – Driveways
- he/she understands that roadway must be repaired back to new condition

Permittee: _____ **Date:** _____

Approved by Building Official: _____ **Date:** _____

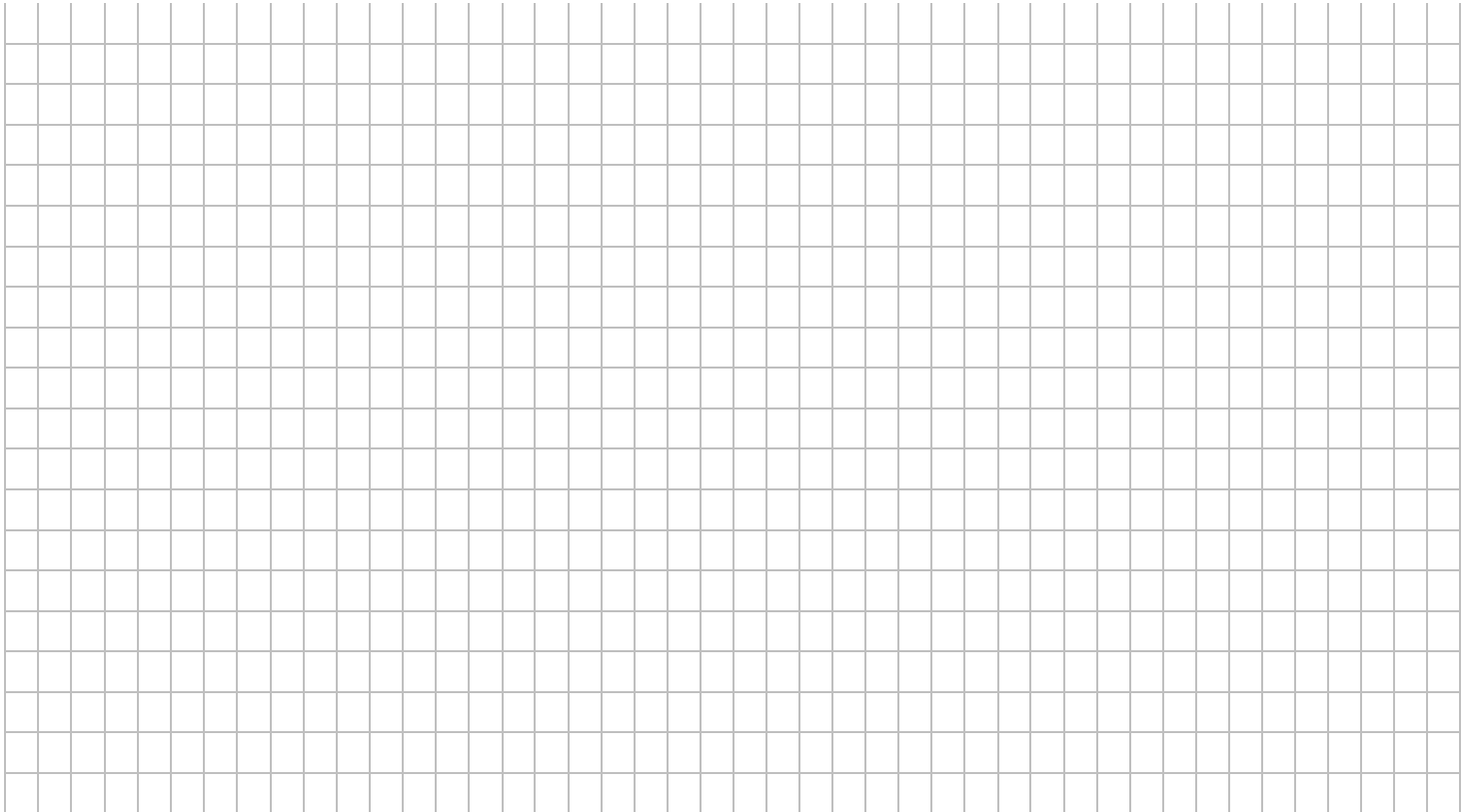
Approved by Streets Dept. Manager: _____ **Date:** _____

SITE ADDRESS: _____

City Code : 12.12.050-Application – Plan and data required-Driveways, states:

The application must be accompanied by plan showing:

- A.** Complete details on the property in question, including the location of property lines and all existing driveways;
- B.** Any drive that is to be altered or closed shall be so indicated;
- C.** All buildings, etc., should be shown in their correct location. It is required that all stands, buildings, gasoline pumps, and structures of any kind be placed at least twelve feet back of the right-of-way line, since the conducting of business within a city street or road right-of-way is forbidden;
- D.** Complete detail on drainage; all driveways and buffer areas should be constructed so as not to impair drainage within the street or road right-of-way nor alter the stability of the roadway subgrade and at the same time not impair or materially alter drainage of the adjacent areas. All culverts, catch basins, drainage channels and other drainage structures required within the buffer area and under the driveways as the result of the property being developed, should be installed in accordance with standards of the city.



ADDITIONAL COMMENTS:

Driveway Permit Provisions

Construction/Maintenance Standards

Construction

- It is the Permittee's responsibility to know where they are working and to notify owners of other facilities within the right-of-way.
- All work shall be accomplished in a workmanlike manner, meeting all applicable Codes.
- Driveway approach shall be no less than 12' wide or wider than 24'.
- All work within the right-of-way shall be performed by a bonded contractor registered with the City of Soldotna.
- The minimum culvert diameter is 15" unless otherwise specified in writing by the Public Works Department.
- Corrugated metal pipe (CMP) is preferred. If plastic or aluminum pipe is used, metal flared end sections shall be installed.
- The Permittee certifies that the minimum clearance between the proposed finished driveway grade and the lowest overhead utility conductor is in accordance with the requirements of the National Electrical Safety Code (Sec. 23), but in no case is less than 18 feet.

Completion

- The City has the right to inspect and/or reject materials not meeting City standards and to stop work until corrections are made. The City may require removal of the facility, and/or charge the Permittee "time and equipment" as necessary to correct the facility if it fails to comply with City Codes.
- The Permittee agrees to notify the City when work is completed and to call for a final inspection. All work and materials not in compliance with this permit must be replaced at Permittee's expense prior to final approval.

Maintenance

Driveway facilities shall be constructed and maintained in such a manner that the street/road and all its appurtenances or facilities including but not limited to, all drainage pipe, culverts, utilities and their safety shall not be impaired or endangered in any way by the construction or maintenance of this facility.

Ownership

All driveways or road approaches constructed under this permit within any street lands or rights-of-way shall be the property of the City. All costs and liability in their construction or in connection with their maintenance shall be at the sole expense of those lands served and/or persons served.

Relocation

The Permittee shall adjust, relocate or remove this facility without cost to the City, if at any time, the use or safety of the street requires this to be done.

The Permittee's signature signifies acknowledgement and agreement to all terms and conditions.