



Permit #: _____
 Receipt #: _____
 Fee: \$ _____

**CITY OF NEW HAMPTON, IOWA
 DRIVEWAY PERMIT APPLICATION AND APPROVAL**

Applicant Information:

Owner of Property:
Mailing Address:
Telephone Number:
Email Address:
Applicant (If not owner):
Telephone Number:
Email Address:
Contractor:
Telephone Number:

Property Information:

Street Location of Driveway:
General Address of Property in Question (parcel number, street address or road address):
Legal Description of Property in Question (Attach, if necessary):
If Corner Lot, Distance from Driveway to Intersection:
Driveway Surface Material:
Curb Removal: <input type="checkbox"/> Yes <input type="checkbox"/> No (If curb is to be removed, refer to attached spec. sheet)
Driveway Width: _____ Curb Cut Width: _____
Note: Call Iowa One Call at 800-292-8989 for protection against underground utility damage.
*Draw a sketch below, on the reverse side, or attach a separate sheet showing the driveway location relative to the streets, property lines, and/or building.

Acknowledgement and Certification of the Applicant and/or Owner:

I/We understand this application, and that it with required attachments, constitutes our complete driveway permit application for the installation of a driveway and/or curb cut stated above. I/We certify that the information we have provided to the Public Works Director and/or Street Superintendent is complete, accurate, and true to the best of our knowledge. Any intentional falsification or change in the information contained in this application, or to the attached information, shall cause: this application to become null and void and any approval granted herein to be revoked.

An applicant who is issued a driveway permit is bound, by acceptance of the permit, to commence the construction for which the permit is issued and is bound to finish said construction within twelve (12) months from and after said date of issue. A driveway permit issued under the City Code shall be valid for a period of twelve (12) months from and after the date of issue of said permit. Upon expiration of a permit, the holder shall make a new application for a new permit under the provisions of this chapter and shall otherwise go through the same procedure as required for issuance of the original zoning permit. The fee for the second permit, as in the case of the original permit fee, shall be set by resolution by the City Council.

Owner Signature

Applicant Signature (if not the owner)

Date: _____

Date: _____

Approval of the City:

Based on the information provided in this application, and attested to, by the applicant, I have reviewed the request and hereby approve of this application and permit for compliance on behalf of the City of New Hampton, Iowa.

Signature of Public Works Director or Street Superintendent

Date: _____

CITY OF NEW HAMPTON

DRIVEWAY REQUIREMENTS

City Code

Section 45.2 DRIVEWAY REQUIREMENTS. All driveways shall meet the following minimum construction requirements:

1. Thickness. Driveways shall be paved and shall be not less than four (4) inches thick.
2. Width. Residential curb cuts shall be sixteen (16) feet for a single drive and twenty-four (24) feet for a double drive, and 32 feet for a triple drive or commercial cuts. A different width may be specifically approved by the council according to plans and specifications adopted by resolution. Curb cuts shall be made only after obtaining a permit from the street superintendent. Applicants shall include a design sketch showing expansion joints.
3. Expansion Joints. Expansion joints of not less than one inch of approved material shall be placed at each edge of sidewalk and at the edge of the paving or curb.

Staff Requirements

Contractor/Owner shall notify staff 24-hours in advance of pouring concrete to verify forms and size. If forms are being setup the same day as pouring concrete, then staff shall be notified the day prior of construction starting so an inspection can occur. Staff will also inspect the final product to confirm it meets all requirements.

Shall contact either:

Casey Mai
Public Works Director
(641)-557-8244
nhpublicworksdirector@gmail.com

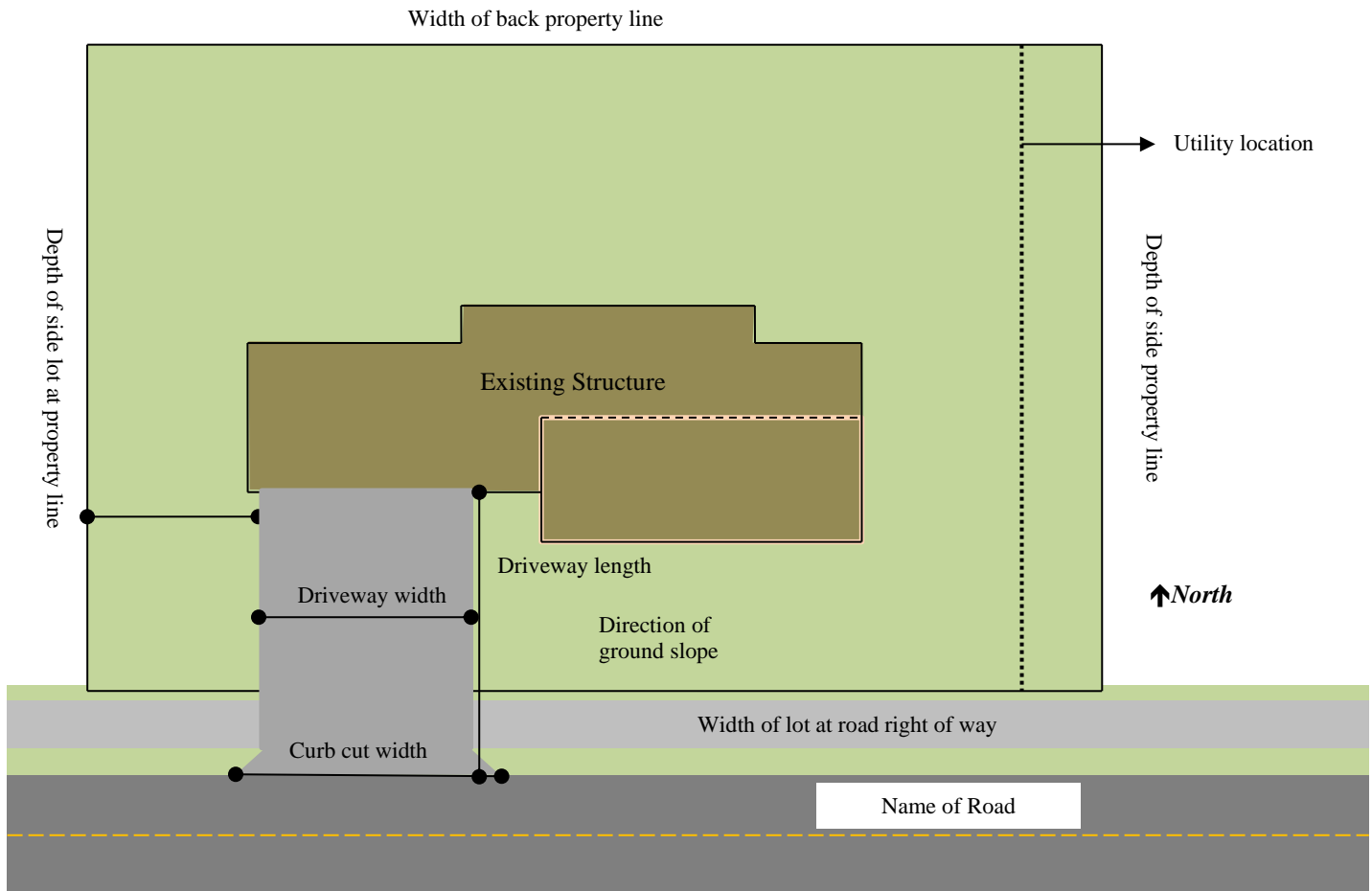
Eric Kuehn
Street Superintendent
(641)-330-0609
nhstreetdept@gmail.com

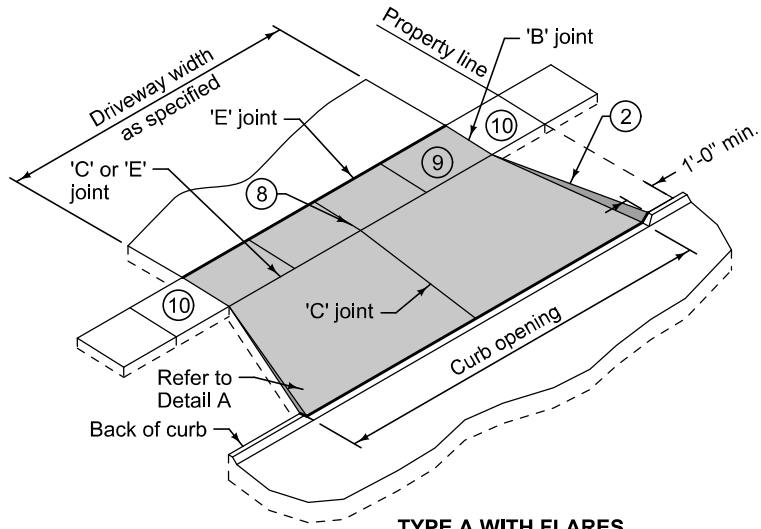
Sample Site Plan (See also **Checklist** on next page)

Indicate: Existing buildings with dimensions (solid line).
Lot size and property lines.
Driveway length and width.
Curb Cut Width.

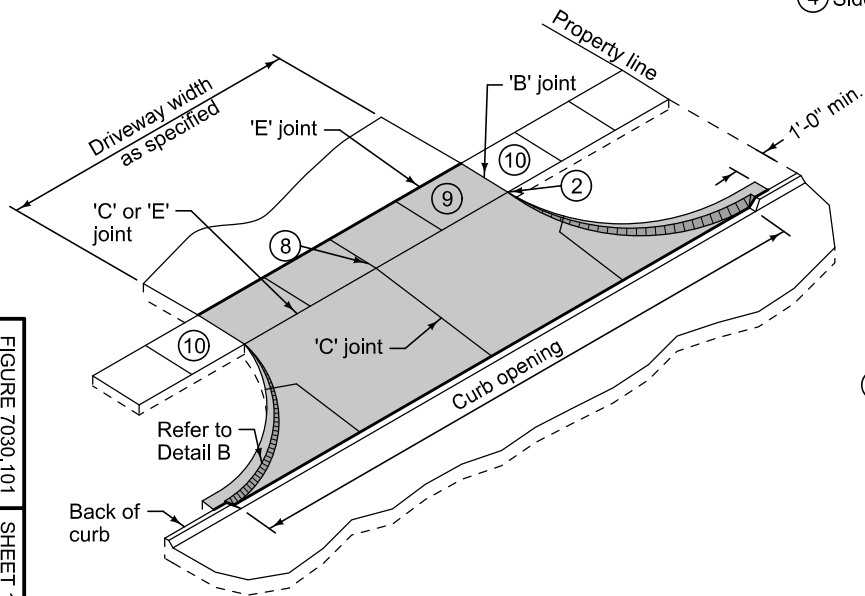
Also indicate: Distance between drive way and lot property line.
Direction of ground slope in relation to driveway.
Underground and overhead utilities including water supply line.
An arrow indicating north.
Scale

GIS Tools: Beacon Schneider online mapping system provides property data and measuring tools for Chickasaw County and the City of New Hampton. Visit: <https://beacon.schneidercorp.com/>

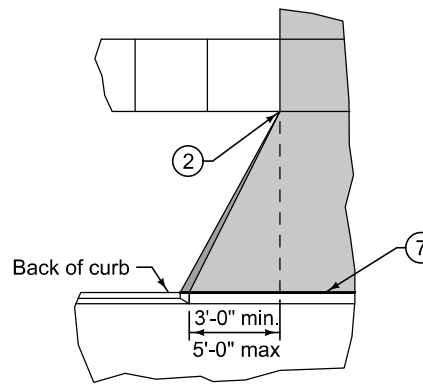




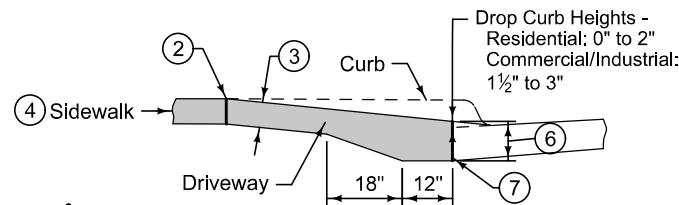
TYPE A WITH FLARES



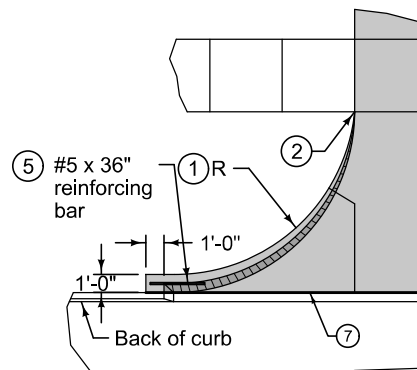
TYPE A WITH RADII



DETAIL A
(Residential/Agricultural Only)



TYPICAL SECTION



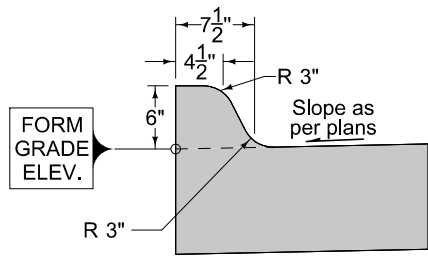
DETAIL B

- ① Driveway radius (R).
Residential: 10 foot minimum, 15 foot maximum.
Commercial and industrial: As specified in the contract documents.
- ② Transition the curb height to 0 inches at end of taper/radius or at the front edge of sidewalk. Do not extend raised curb across sidewalk.
- ③ Pavement thickness.
Residential: 6 inches minimum.
Commercial and industrial: 7 inches minimum.
- ④ Sidewalk thickness through driveway to match thickness of driveway.
- ⑤ Center reinforcing bar vertically in the pavement.
- ⑥ Match thickness of adjacent roadway, 8 inches minimum.
- ⑦ Provide 'E' joint at back of curb unless 'B' joint is specified.
- ⑧ For alleys, invert the pavement crown 2% toward center of alley.
- ⑨ Target cross slope of 1.5% with a maximum cross slope of 2.0%. If specified in the contract documents, construct the sidewalk through the driveway 5 feet wide to serve as a passing space.
- ⑩ If cross slope of adjacent sidewalk panel exceeds 2.0%, remove and replace to transition from existing sidewalk to sidewalk through driveway. If elevation change requires a curb ramp, comply with Figure 7030.205; verify need for detectable warning panel with Engineer.

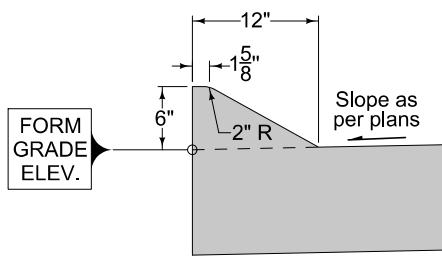
	REVISION
	3 2020 Edition
	7030.101
SHEET 1 of 1	

SUDAS Standard Specifications

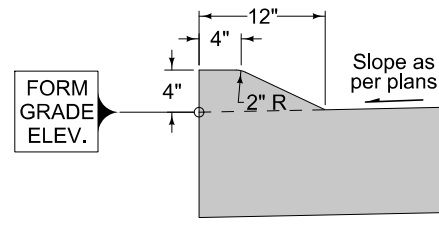
CONCRETE DRIVEWAY, TYPE A



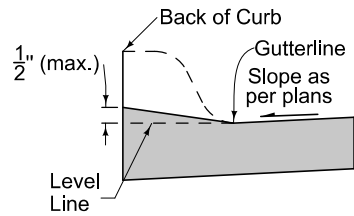
6" STANDARD CURB



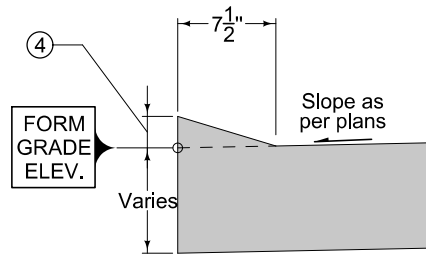
6" SLOPED CURB



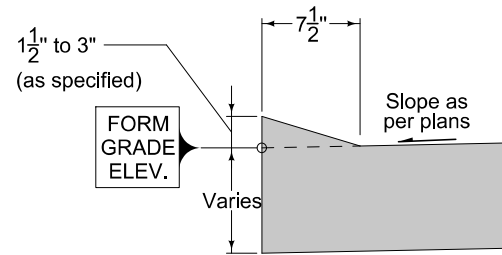
4" SLOPED CURB



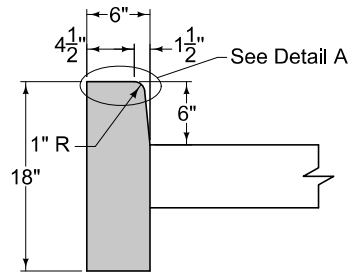
DROP CURB AT SIDEWALK



DRIVEWAY DROP CURB
(Iowa Department of Transportation is not the Contracting Authority)

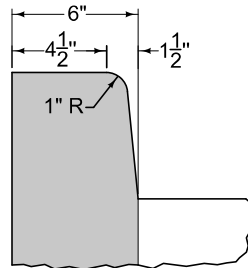


DRIVEWAY DROP CURB
(Iowa Department of Transportation is the Contracting Authority)

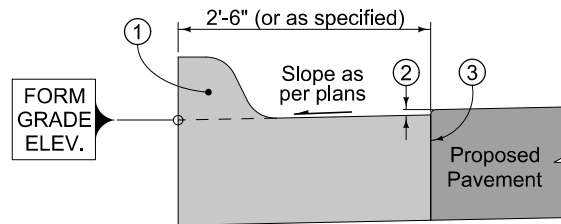


BEAM CURB*

*For short replacement sections, match existing curb profile



DETAIL A



CURB AND GUTTER UNIT

For joint details, see PV-101.

- ① 6 inch Standard Curb, 6 inch Sloped Curb, or 4 inch Sloped Curb as specified.
- ② 1/8 inch if Proposed Pavement is HMA. No elevation difference if Proposed Pavement is PCC.
- ③ 'BT', 'KT', or 'L' joint if Proposed Pavement is PCC. 'B' joint if Proposed Pavement is HMA.
- ④ 0 to 2 inches for residential entrances. 1 1/2 to 3 inches for industrial or commercial entrances.

FIGURE 7010.102 SHEET 1 OF 2

SUDAS IOWADOT FIGURE 7010.102 STANDARD ROAD PLAN	REVISION 5 04-21-20
	PV-102 SHEET 1 of 2
REVISIONS: Split DRIVEWAY DROP CURB detail into two details. Added new circle note 4 on Sheet 1. Renumbered circle note on Sheet 5.	
<i>Paul D. Wiegand</i> SUDAS DIRECTOR	<i>Shawn Miller</i> DESIGN METHODS ENGINEER

PCC CURB DETAILS