

ATTENTION!

If your project causes any of the following conditions you will have to comply with Chapter 5, Article VI Infill Development Storm Water Management. You can find more info at www.kirkwoodmo.org/stormwater

- **Increase the impervious area (pavement, roof, etc.) by 1,000 sf or more**
- **Increase the impervious area by any amount on a lot which is already over 25% impervious area**
- **Increase the impervious area which causes the lot to be over 25% impervious area**



Driveway/Sidewalk Permit

Permit # _____ Zoning _____

Property Address: _____

Owner Name _____ Phone # _____

Contractor Name: _____ Phone # _____

Emergency Contact: _____ Phone # _____

Contractor Address: _____ Contractor's License# _____

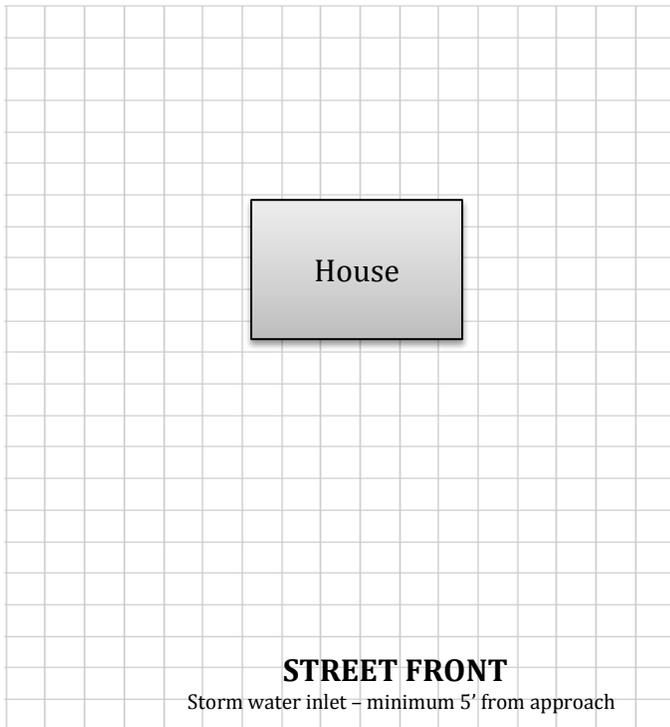
Contractor Email Address: _____

Type of Material: _____ Job Start Date: _____

Existing Impervious Area: _____ SF Proposed Impervious Area: _____ SF

% Prop. Impervious Area: (Prop. Impervious Area/Lot Area x 100) = _____ %

**Please submit drawing or draw work to be done at location*



A site plan/sketch must be submitted with the permit application showing the location of proposed driveway/sidewalk, stormwater inlet and any tree, (public or private) within 20' of the work area (see Tree Protection Requirements on back).

Driveways must lead to a parking space behind the front of the building. The City Zoning Code prohibits the construction of a front yard parking space. (Exception: A 9' X 9' turnaround is permitted on the following streets: Kirkwood Rd., Manchester Rd., Big Bend Blvd., and Geyer Rd.)

The fee for a driveway permit is \$48. Inspections are required prior to placement of concrete/asphalt. Call Public Works at 314-822-5822 (min. 24 hours in advance) for inspection when subgrade is complete and prior to pouring the concrete or placing the asphalt.

I have read the driveway/sidewalk requirements of the City of Kirkwood and hereby agree to comply with the provisions of the ordinances of the City of Kirkwood.

Applicant's Signature: _____ Date: _____

Approved By: _____ Date _____

Comments: _____

- ❖ **Sidewalks** along the public streets shall be constructed in accordance with the following specifications:
 - Six sack per yard mix of Portland cement concrete
 - 4' wide (minimum) and 4" thick on 2" of one inch minus aggregate. Increase width to 5' and thickness to 6" where the sidewalk passes through a driveway entrance.
- ❖ Cross slope shall be less than 2% [one (1) inch rise per forty eight (48) inches in width]. Sidewalk and handicapped ramps shall have a maximum running grade of 8.33% [one (1) inch rise per twelve (12) inches in length].
- ❖ Decorative surfaces other than standard concrete or asphalt, i.e. stamped or colored pavement, exposed aggregate, etc. may be allowed if ADA requirements are met. However, if future work within the right-of-way performed by the City requires removal of the decorative surfaces they will be replaced with standard concrete or asphalt. Sidewalk surfaces deemed too rough or unstable which impede a disabled person's travel will not be allowed.
- ❖ **Driveway entrances** (twelve feet behind curb or between curb and sidewalk) shall be constructed in accordance with the following specifications:
 - Six sack per yard mix of Portland cement concrete six (6) inches thick on four (4) inch rock base or
 - Asphaltic concrete two (2) inches thick on a six (6) inch rock base or six (6) inches thick with no rock base
 - Other impervious dust-free surfaces approved by the City Engineer. Rock or gravel is not permitted.
 - Entrance minimum width at property line is ten (10) feet (plus 2' flare at street).
 - Entrance maximum width at property line is twenty (20) feet (plus 2' flare at street).
 - Entrance slope shall not exceed a 15% break in grade.
 - A 5' wide sidewalk through the approach is required regardless of the presence of existing sidewalks
 - Sidewalks through the entire width of the driveway shall have a cross-slope of less than 2%. This may require the removal and replacement of sidewalk outside the limits of the driveway for transitions.
- ❖ **Driveways** and private parking areas off the public right-of-way shall be constructed in accordance with the following specifications:
 - Six sack per yard mix of Portland cement concrete four (4) inches thick on four (4) inch rock base, or
 - Asphaltic concrete two (2) inches thick on a four (4) inch rock base.
 - All driveways must lead to parking areas behind the front of the building.
 - Maximum driveway width is equal to garage width, or 12 (twelve) feet for each lane, whichever is less.
 - Minimum width beyond ROW is eight (8) feet wide.

Tree Protection Requirements

- ❖ All trees, public or private, within 20' of the work area must be shown on the plans/sketch and protected according to Kirkwood Code of Ordinances Chapter 24, Tree Code.
- ❖ Work within 20' of public trees will be reviewed for protection, maintenance or removal recommendations by the Urban Forester. Recommendations must be followed.
- ❖ Requests for Removal of a public tree must be approved by the Urban Forestry Commission and the Urban Forester.
- ❖ All work on public trees other than tree protection must receive a permit to maintain/remove from the Urban Forester.
- ❖ **Failure to comply with tree protection requirements will result in penalties in accordance the Kirkwood Code of Ordinances Chapter 24, Tree Code.**

Curb and Gutter Removal and Replacement

- ❖ Remove curbing to an existing joint or a saw cut joint
- ❖ Replace curb to match existing style, dimensions, and material. No cold mix allowed.

Location of Entrances

- ❖ Driveway may be located on property line, flares cannot cross over projected property line at street
- ❖ Entrance must be a minimum of five (5) feet from the edge of any storm water inlet
- ❖ Entrance must be a minimum of ten (10) feet from any intersection radius point

Inspections – 24 Hour Notice Call 822-5822

- ❖ First inspection prior to concrete/asphalt placement
- ❖ Final inspection after work is completed and backfilled.
- ❖ Any new curb cut or the expansion of an existing curb cut, driveway entrance, driveway, or parking area requires a permit. A drawing showing the dimensions of the driveway or parking area and exact location in its relation to property lines and physical features, such as drainage inlets, must be submitted with the permit application.
- ❖ Driveway replacements and parking spaces beyond the City sidewalk located on private property require a permit to be secured prior to the start of work or removal. A drawing showing the dimensions and location of the existing and proposed driveway shall be submitted with the permit application.
- ❖ New driveways for new houses or new garages are included on the building permit application for the new structure and a separate driveway permit is not required.
- ❖ Effective March 4, 2019, expansion of existing driveways will be subject to review for compliance with Kirkwood Code of Ordinances Chapter 5, Article VI, Infill Development Stormwater Management. Visit www.kirkwoodmo.org/stormwater