



**Application for Access Driveway Permit
Building Inspections Department
City of Kyle, Texas**

Date: _____

Application is hereby made to the City of Kyle, Texas for a permit to construct a driveway in accordance with the attached drawings, and in full conformity with all rules and ordinances of the City of Kyle. The location and pertinent features of said development are as follows:

Owner's Name: _____

Address: _____

Telephone: _____

Email: _____

Contractor's Name:* _____

Address: _____

Telephone: _____

**Person or business responsible for completion of construction.*

Address / Legal Description / Location of Proposed Access Driveway: _____

Land Use Type (Check One):	<input type="checkbox"/> Type I	<input type="checkbox"/> Type II
	Single Family	Office/Commercial
	Duplex	Industrial
	Townhouse	Warehouse
	Multi-resident Apartment	Parking lots
		All others

(a) Type I Driveway Approaches: Describe proposed work (see back for requirement outline - space on back of sheet may be used for sketch): Type I driveways will be reviewed by the Building Official.

(b) Type II Driveway Approaches: An outline of submittal requirement is shown on reverse page. Type II driveways will be reviewed by the City Engineer.

ALL WORK DONE UNDER THIS PERMIT MUST COMPLY WITH THE "CITY OF AUSTIN STANDARD SPECIFICATIONS" AND APPLICABLE ORDINANCES OF THE CITY OF KYLE.

ALL APPLICATIONS FOR A PERMIT OR PROPOSED DRIVEWAY APPROACH ON A STATE HIGHWAY WITHIN THE CITY LIMITS SHALL BE SUBMITTED TO THE STATE DEPARTMENT OF TRANSPORTATION FOR APPROVAL PRIOR TO A PERMIT OR APPROVAL OF THE DRIVEWAY APPROACH MAY BE GRANTED.

Please remit \$150.00 to the City of Kyle.

Owner Signature: _____ Date: _____

Do Not Write Below This Line - For Staff Comments Only	
Denied: _____	
Signature: _____ Date: _____	
Building Inspector Approval Type I: _____ Date: _____	
Signature: _____ Date: _____	
City Engineer Approval Type II: _____ Date: _____	
Signature: _____ Date: _____	

The following is a short outline of information to be submitted with the driveway permit application.

(a) Type I Driveway Approached:

(1) Description of proposed work shall include the width of the proposed driveway type of pavement surface, location with respect to property lines, any special conditions relative to the site, and other pertinent information that may be required by the Building Official to process the permit.

(b) Type II Driveway Approaches:

(1) A plan shall be submitted which is drawn to scale with sufficient dimensions to show location of all existing and proposed improvements including building locations, parking layout, driveways, streets sidewalks, drainage structures, utilities, all existing buildings or structures on adjacent property within fifty (50) feet of common property line; street width and curb openings on the opposite side of roadway; median openings, if applicable; adjacent land uses; and the distance to all intersecting public streets within one hundred (100) feet of proposed driveway approaches.

(2) The following information must also be submitted:
 -The methods of spoils disposal
 -Any other pertinent information that may be required by the City Engineer to process the permit.

**ACCESS DRIVEWAY PERMIT
APPLICANT CHECKLIST**

The following is a short outline of information to be submitted with the driveway permit application. For State Right-of-Ways, Texas Department of Transportation approval is required *before* receiving city approval. See Attachments for further detailed information.

TYPE I

If the driveway in question is for:

- | | |
|--|---|
| <input type="checkbox"/> Single Family | <input type="checkbox"/> Townhouse |
| <input type="checkbox"/> Duplex | <input type="checkbox"/> Multi-Resident Apartment |

You will need to provide *at least* the following information:

- Width of proposed driveway
- Type of pavement surface to be used
- Location with respect to property lines
- Any special conditions relative to the site

TYPE II

If the driveway in question is for:

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Office/Commercial | <input type="checkbox"/> Warehouse |
| <input type="checkbox"/> Industrial | <input type="checkbox"/> Parking lots |
| | <input type="checkbox"/> All others |

You will need to provide *at least* the following information:

- Drawn site plans to scale
- Distance to all intersecting public streets within one hundred (100) feet of proposed driveway.
- Drainage structures for non curbed roadways
- Utilities
- Driveways
- Existing and proposed improvements
- Parking layout
- Median opening and locations, if applicable.
- Street sidewalks
- All existing structures/buildings within 50' feet of common property line.
- Street width

In addition, the following must be submitted:

- The method of spoils disposal
- Any other pertinent information that may be required by the city engineer process the permit.