



APPLICATION TO CONSTRUCT OR REPLACE DRIVEWAY APPROACH AND/OR SIDEWALK

☐ New Driveway Approach: Attach Copy of Site Plan ☐ New Sidewalk: Attach Copy of Site Plan ☐ Replace Existing Driveway Approach ☐ Replace existing Sidewalk

Fee: \$99.00

Owner Name: _____
Permit Address: _____
Subdivision Name: _____
Nearest Cross Street: _____
Applicant Name: _____
Mailing Address: _____
Daytime Phone: _____ Email: _____
Type of surface: Concrete: _____ Asphalt: _____

Is project within 50 feet of a waterway? ☐ Yes. ☐ No. If yes, and your project is 200 ft² or more, you need to fill out an **Erosion Control Permit Application**.

→ Call the City of Keizer Public Works Department (503-856-3565) for forms inspection and also when the construction is complete for the final inspection.

Applicant hereby applies to The City of Keizer for permission to construct a driveway approach/sidewalk at the permit address above. Driveway access normally includes the area from the edge of the public road to the property line.

The owner agrees to remove any construction that is determined by the City of Keizer not to meet standards. A lien may be assessed against the property for unpaid costs incurred with coring and/or removal. The applicant shall indemnify and save harmless the City of Keizer, its officers and employees from all suits and actions; or claims of any character brought because of any injuries or damages received or sustained by any person or property on account of the operations of said Applicant, their subcontractors, or the employees of either; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of said Applicant. Applicant declares that they are the owner or the owner's agent of the real property abutting the described public road. This permit is issued subject to the terms and provisions contained herein, attached hereto, and the Design Standards and Construction Specs located on the City's website at www.keizer.org under the Public Works Department page and is accepted by the Applicant subject to said terms.

Start of work shall indicate the Applicant accepts and approves the terms and provisions contained herein, including the special provisions and the City of Keizer's Design Standards. Permits for construction expire one (1) year from date of issue.

Applicant's Signature

Date

NOTE: This permit does not become an APPROVED Permit until signed on the reverse side by an authorized representative of the City of Keizer.



APPLICATION TO CONSTRUCT DRIVEWAY APPROACH AND/OR SIDEWALK

Pursuant To ORS. 374.305, Keizer Code Section 36, Article 5, Keizer Code Section 36-151, and Keizer Code Section 36, Article 6.

Permit Address: _____

CONSTRUCTION REQUIREMENTS

The driveway approach/sidewalk shall be constructed in accordance with the City of Keizer Standards (driveway approach/sidewalk standards below) and other requirements of the City of Keizer Public Works Department. A copy of the permit shall be on site during construction. Construction of said approach/sidewalk must be completed ONE YEAR from the date of permit approval. If construction is not completed by this date, this permit shall be void. The driveway approach/sidewalk shall be maintained as approved and shall not present a hazard for pedestrian, road or driveway users. (Office use only) Approval location of driveway approach/sidewalk: _____

STANDARDS & ADDITIONAL SPECIAL PROVISIONS:

All areas within the public right-of-way disturbed by the project shall be restored to the same or better condition.

☐ **CURBED STREETS**, which provide for sidewalks, shall have public sidewalks constructed at the time the driveway access is constructed. A driveway approach permit for a new house in a subdivision is approved based on the approved site plan by the City of Keizer. Corner lots require Americans with Disabilities Act (ADA) ramps. The City of Keizer's Inspector shall be notified at **503-856-3565** at least 48 hours prior to pouring concrete so that the forms can be inspected. Construction without form inspection is subject to testing and removal at the owner's expense. A 30-day notice will be given for removal. W= 24' Maximum.

→ Call the City of Keizer Public Works Department (**503-856-3565**) for forms inspection and also when the construction is complete for the final inspection.

☐ **NON-CURBED STREETS:** permits require the applicant to indicate the driveway's position relative to landmarks such as roads, other driveways, fence lines, power poles, etc. on the attached site plan. Applicant must provide site plan prior to permit issuance. Applicant must also mark the proposed access in the field at the road with stakes, flagging, or paint so the inspector can readily locate it. W= 24' Maximum R= 10' A= 90°

EROSION CONTROL MEASURES REQUIRED (Saw cutting vacuumed, catch basins/inlets protected, etc.). See Keizer Code Section 18, Article 4 pertaining to Erosion Control. Contact the Environmental Compliance Coordinator at 503-856-3424 to determine if a permit or erosion control measures are required.

Approved By

Date

Construction Inspections – Office Use Only

☐ Curbed Street Forms: _____
Insp/Date

Final: _____
Insp/Date

☐ Non-Curbed Street

Form may be filled out electronically. Please print when complete, sign the form and either email it to bremersL@keizerOR.gov or deliver it to the City of Keizer Public Works Department.