

CHAPTER 137

DRIVEWAYS

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137.01 DEFINITIONS. For use in this chapter, the following terms are defined:

1. “Driveway” means that part of any approach for motor vehicles to private property that lies between the property line and the roadway of the public street.
2. “Paving” means Portland cement concrete or bituminous concrete, with the necessary base. “Paving” does not include brick, stabilized gravel, gravel, oil and gravel or chloride.

137.02 PERMIT. Before any person constructs or repairs a driveway, such person shall obtain a written permit from the Clerk. A written application for the permit shall first be filed with the Council. The application shall include a legal description of the property, the name of the property owner, the name and address of the person who will do the work, and the proposed plan of construction or repair which shall include the depth, width, and type of surfacing material to be used. No other plan shall be followed except by written permission of the Superintendent of Public Works, who may allow amendments to the application or permit that do not conflict with this chapter. The Clerk shall issue the permit upon Council or Superintendent of Public Works approval. The permit shall bear the Clerk’s signature and the date of issuance, if the proposed plan meets all of the requirements of this chapter, and if the construction or repair as planned will not create any substantial hazard in the use of the street or sidewalk for public travel or drainage, or create any defect. Construction must be started within ninety (90) days and completed within one year or the permit expires.

137.03 DRIVEWAY REQUIREMENTS. If the street is hard surfaced, the driveway shall be of paving of a depth of not less than six (6) inches and shall be at least eight (8) feet in width. The driveway may be placed directly on compact and well-drained soil. Where soil is not well drained, a two-inch (2") sub base of compact, clean, coarse gravel, sand or cinders shall be laid. However, if the street is not hard surfaced, the driveway is not required to be paved. The minimum driveway width at the curb line shall be twelve (12) feet.

137.04 EXCAVATIONS. Excavations to do work under this chapter shall be dug so as to occasion the least possible inconvenience to the public and to provide for the passage of water along the gutter. All such excavations shall have suitable barricades at all times, and warning lights placed from one-half hour before sunset to one-half hour after sunrise. In refilling the excavation, the earth must be laid in layers and each layer tamped thoroughly. Any street, sidewalk or other public property that is affected by the work shall be restored to as good a condition as it was previous to the excavation. The affected area shall be maintained in good repair to the satisfaction of the Council for three (3) months after refilling.

137.05 REVOCATION OF PERMIT. The Superintendent of Public Works may at any time revoke the permit for any violation of the requirements of this chapter or the permit and may require that the work be stopped.

137.06 INSPECTION AND APPROVAL. The driveway must be inspected and approved in writing by the Superintendent of Public Works within thirty (30) days after completion of the work. The Superintendent shall keep a record of such approvals in his or her office. If the Superintendent refuses to approve the work, it must be corrected immediately so that it will meet with the Superintendent's approval. If the work has been done improperly, the Superintendent shall have the right to finish or correct the work and the Council shall assess the costs to the property owner. Such assessment shall be collected with the general property taxes and in the same manner.