

Instructions for Property Owner/ Contractor

Application for Driveway

1. Each case is considered individually
2. Fill out and sign the application for driveway (There is no associated fees with this application), please submit by mail or in person to:
Public Works Department
Street Division -Driveway Permitting
5000 Austell-Powder Springs Road, Suite 133
Austell, GA 30106
3. Submit a drawing of the proposed work with measurements of the existing driveway, the proposed addition, and the distance from the property lines.
4. Mark the proposed area with flags, stakes, or paint on the ground.
(Marking must match measurements on drawing that is submitted.)
5. A pre-construction inspection will be performed to assure that all markings match the drawing submitted to the Public Works Department.
6. After the pre-construction inspection has been approved, you may proceed with the proposed work.
7. Once construction has been completed, you will need to contact Public Works at 770-944-4325 to confirm completion of construction.

****Call 811 to have underground utilities located before you dig, drill, or blast (City of Austell do not locate underground utilities) ****



AUSTELL PUBLIC WORKS

5000 Austell-Powder Springs Road
 Suite 133 Austell, Georgia 30106
 Office: (770) 944-4325 Fax: (770) 944-4335

APPLICATION FOR DRIVEWAY PERMITTING

PERMIT NUMBER (OFFICE USE ONLY)										
DATE:										
APPLICANT NAME:			EMAIL:			TELEPHONE NUMBER:				
APPLICANT ADDRESS:										
CITY, STATE, ZIP CODE:										

WORK LOCATION	
ADDRESS:	
TOTAL LENGTH FEET:	TOTAL WIDE FEET:
PROPOSED START DATE:	PROPOSED END DATE:
DESCRIPTION OF WORK, INCLUDING MATERIAL USED AND THICKNESS (ATTACH DRAWING/SKETCH):	

WORK ACTIVITY:

New Expansion Residential Commercial

Is the property located in a Flood Zone? Yes No

Are there wetlands on the property? Yes No

Is proposed drive located on a state route? Yes No

Is there an existing curb on street? Yes No

If so, select material Concrete Asphalt Other

General Requirements

- **Driveway apron(s) constructed under this permit are for the purpose of providing access to lots adjacent to the right of way. Maintenance will be the responsibility of the property owner.**
- **Applicant is responsible for obtaining any additional permits required by the Georgia Department of Transportation and /or other government agencies.**
- **Applicant must maintain access to all sidewalks and driveways.**



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I, We, the undersigned herewith make application for permission to construct/expand or replace the driveway to be constructed to conform with the City of Austell Design and Construction Standards and to any special provision included in the permit. It is agreed that all work will be done to the satisfaction of the City of Austell Design and Construction Standards. It is understood that this permit is conditioned upon replacement or restoration of the highway/street to its original or to a satisfactory condition.

The City of Austell reserves the right to order the removal, reconstruction, relocation, or repair of any work performed under the permit at the owner's expenses.

Applicants Signature: _____ **Date:** _____

PLEASE RETURN THIS APPLICATION WITH DRAWING (S) OR SKETCH WITH THE SPECIFICATIONS OF THE WORK ACTIVITY TO PERFORM.

FOR OFFICE USE ONLY		
DATE:	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	BY: