



Driveway/Curb Cut Application

(Approval is not a construction permit or constitute a legal driveway.)

Submission Requirements:

1. ATTACH a detailed sketch of the proposed improvement including existing/proposed conditions. See page 2.
2. Improvements must minimize traffic and pedestrian impact and comply with federal, state, and local laws including Americans with Disabilities Act, the City of Newport Construction Specifications and Standards, and City Ordinances.
3. The Tree Warden must provide written approval if the proposed curb cut is located within the drip line of a tree within the City right-of-way. Attach, if applicable.
4. When a structure obstructs the opening (e.g., utility pole, hydrant), please attach utility correspondence acknowledging utility must be moved.

Property Owner's Last Name First Name Phone Email

Property Owner's Address

Newport, RI 02840

Subject Property Address (if different) Plat / Lot

Comments: _____

1. By signing below, the property owner agrees to the conditions set forth in Ordinance 12.08.030, Conditions Precedent—Agreement between applicant and city. A condition precedent to any work done under Section 12.08.020 shall be an agreement wherein the applicant agrees, for himself or herself and his or her heirs, assigns and successors, that the alteration (i.e., entrance, curb cut, driveway, sidewalk improvement etc.) shall at all times be kept clean, free of grease and oil and safe for pedestrians and others passing on or over such entrance, curb cut or driveway, that he or she will make such repairs as may be, from time to time, ordered by the Director of Public Services, and that he or she will indemnify the city for any and all damage that may arise by reason of the use of the entrance, curb cut, driveway, or sidewalk improvement, etc. For any breach of the agreement, the director may revoke the permit granted under Section 12.08.020 and may pursue any and all other legal and equitable remedies available to him or her. This agreement shall be recorded in the land evidence records of the city by the applicant and shall bind all subsequent owners of the land improved by work done hereunder.
2. Should the driveway/curb cut be abandoned, the applicant agrees, for himself or herself and his or her heirs, assigns and successors, that they are responsible for returning the area to a condition acceptable to the director including, but not limited to, removing the abandoned driveway and improving the area to standard (e.g., sidewalk, grass shoulder). Bluestone curb must be gently removed and stockpiled at City Yard maintenance facility.
3. The owner acknowledges that they have read and understand pertinent City Ordinances including 12.08, 17.04, & 17.104.
4. If approved, the owner must obtain a Physical Alteration (Excavation) Permit and make improvements to the satisfaction of the City Engineer to become a legal driveway.
5. The owner acknowledges that on-street parking will not be affected beyond that required for the physical driveway opening and shall not request removal or ordinance change for parking in vicinity of the driveway opening.

Check all applicable categories:

Widen driveway New driveway Other: _____
 Utility (e.g., hydrant, utility pole) within 5 feet of curb cut Curb cut under public tree branch drip line Other: _____

Residential: Single family Two family Multi-family (<=5 units) Multi-family (>5 units)
Commercial: < 25,000 sq.ft. < =300,000 sf <=750,000 sq. ft. > 750,000 sq. ft. Other: _____

Property Owner Signature Date

Department of Public Services Comments: Submit a Physical Alteration (Excavation) Permit

Improvements must be completed to standard and approved by City Engineer to obtain legal driveway status.

APPROVED / DENIED

Signature Date

Planning, Zoning, Development, & Inspections Comments:

APPROVED / DENIED

Signature Date

Please return the completed application and all supporting information and documentation to the Engineering Office, 3rd floor, City Hall, 43 Broadway, Newport, RI 02840. Please contact Engineers@CityofNewport.com or call (401)845-5481 for questions.

SKETCH OF EXISTING AND PROPOSED WORK

Identify streets, sidewalks, curbs, utility poles, hydrants, trees, fences, signs noting the wording, address & plat/lot, dimensions (clearances between house/fence/structures, driveway width at property line and opening at street), north arrow, etc.

<p>CLOSEST SIDE STREET:</p> <p>CLOSEST SIDE STREET:</p>	<p align="center">WORK SKETCH TEMPLATE</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">REVISION DATE: JANUARY 2019</td> <td style="width: 33%; text-align: center;">SCALE: N/A</td> <td style="width: 33%; text-align: center;">FIGURE 1.01</td> </tr> </table> <p align="center">CITY OF NEWPORT DEPARTMENT OF PUBLIC SERVICES</p>	REVISION DATE: JANUARY 2019	SCALE: N/A	FIGURE 1.01
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<p>CLOSEST SIDE STREET:</p>	<p>FRONTAGE STREET NAME: _____</p> <p>PLOT THE FOLLOWING:</p> <ul style="list-style-type: none"> -UTILITY AFFECTED -HYDRANTS -UTILITY POLES -TREES -TYPE OF SIDEWALK -AREA OF WORK DIMENSIONS (EXISTING AND/OR PROPOSED) 			