



Driveway / Flatwork - Residential

Permit Information

BUILDING PERMIT

1. A permit is required for any flatwork installation greater than 100 square feet in area, or any new driveway area.
2. Required submittal items:
 - a. Permit application form
 - b. Survey / site map of the property
 - c. Other plans as needed, such as Foundation Details (if supporting a structure)
 - d. Payment of the Permit Fee
3. The permit submittal must be approved by the Plan Reviewer and then Issued to the applicant before any construction may begin.
4. Plan Review is typically 1 business day, depending upon various factors of the proposal.
5. A City inspection shall be required prior to placing concrete.
6. Permits expire 180 days from the date of issuance.

FLATWORK STANDARDS

1. Shall be constructed as a continuous improved concrete surface.
2. Concrete specs (recommended):
 - a. Minimum 4" thick
 - b. No. 3 rebar set 18" o.c. (on center) each way
 - c. Minimum 3000 psi

DRIVEWAY STANDARDS

1. Driveway surfaces must be located a minimum of 2 feet from an interior side property line.
2. Driveway pavement shall line up with the edges of the driveway approach at the property line.
3. Driveways located parallel & adjacent to a side street shall be no closer than 5' to the property line.
4. Driveway expansions:
 - a. Less than 50% of the original driveway width, shall converge at a 45-degree angle into the existing drive before the property line.
 - b. Greater than 50% of the original driveway width, must widen the existing City approach.
5. Lot Coverage – No driveway or improved parking surfaces, including the area covered by vehicle storage buildings and their access driveway, shall exceed:
 - a. 67 percent of the Front Yard, or
 - b. 33 percent of the Rear half of the lot.

APPROACH / RIGHT-OF-WAY (ROW) STANDARDS:

1. If proposing concrete work within the ROW, such as an approach/entry at a street, alley or public sidewalk, two additional items shall be required:
 - a. Indemnity Agreement, signed & notarized
 - b. Proof of Insurance (or Bond) of \$1,000,000 minimum
2. The approach width of driveways in residential districts shall be measured at the property line and subject to the following:
 - a. The total of all approach widths along a street or alley frontage shall not exceed:
 - i. 50% of the width of the frontage, or
 - ii. 30 lineal feet,
 - iii. whichever is less.

- b. Driveway pavement shall line up with the edges of the driveway approach at property line.
- c. In the event more than one driveway approach is located along the same property line (such as for a circle drive), the driveway approaches must be separated by a minimum of 20 feet measured at the property line.
- d. Lots with a single driveway: the approach shall not exceed 20 feet in width.
- e. Lots with two driveways: no single drive approach shall exceed 15' wide.
- f. Lots with multiple driveways: the total maximum approach width shall not exceed an overall width of 30'.
- g. The radius return requires 5', and shall not extend past the side property line.
- h. At corners, an additional 20' minimum distance is needed from the radius return to the approach.
- i. Approach shall not be located closer than 3' to any meter, utility pole, etc.
- j. Lot width allowances:
 - i. Lots 60' wide or smaller: a single drive 20' width maximum allowed.
 - ii. Lots 60' to 75' wide: two 10' wide drives with a total approach of 20' wide that are separated by minimum 20' will be allowed.
 - iii. Lots 75' and wider: two 15' wide drives with a total approach of 30' wide that are separated by minimum 20" will be allowed.

DRAINAGE

1. When placing concrete, it is the owner's/contractor's responsibility to ensure that the property will continue to drain properly, and shall not affect or cause drainage problems for any adjacent property. For info, contact Public Works at (972) 919-2597.
2. An unobstructed swale a minimum of 2-foot width must be provided on the side lot lines for lots with alleys and on rear lot lines where alleys are not provided. No permanent structures, including driveways, are permitted within this drainage area.

Helpful Hints: Preparing for a future structure is a good idea!

- ❖ *Foundation / Pier*
 - *A minimum 12" square or round by 20" deep pier is required under each column.*
 - *A minimum of four #5 reinforcing steel bars shall be installed vertically.*
- ❖ *Pergola column*
 - *Shall be supported by a minimum 3.5" thick concrete slab-on-grade.*
 - *A pergola is an outdoor structure consisting of columns that support a roofing grid of beams and rafters, rather than a closed roof.*
- ❖ *Gas Line Coverage*
 - *Gas lines cannot be covered by any type of structure (addition, patio cover, accessory structure or concrete slab, etc). If gas line is run underground in the area of where structure will be constructed, it MUST BE RELOCATED.*

Call (972) 919-2549 for Permit & Inspections questions.
 Apply in the online portal, at [CSS.FBTX.NET](https://css.fbtX.net)