



Permit No: \_\_\_\_\_

## CITY OF POQUOSON DRIVEWAY PERMIT

(This permit is issued for use with culvert pipe installation within City right-of-way.)

DRIVEWAY PERMITS ARE VALID FOR A PERIOD OF 60 DAYS UNLESS ISSUED WITH A BUILDING PERMIT.

LOCATION OF DRIVEWAY: \_\_\_\_\_

NAME OF PROPERTY OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CONTRACTOR (If available): \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ BY: \_\_\_\_\_

**PLEASE READ:** Applicant must establish location of the proposed driveway culvert pipe by setting stakes in the ground on the back side of the drainage ditch where the ends of the proposed pipe will be located. Applicant must have verification and obtain prior approval from all Federal, State & Local agencies to ensure that the location is not within an environmentally sensitive area.

**UPON COMPLETING THE ESTABLISHMENT OF THE PIPE LOCATION:** The location of the proposed pipe will be inspected by the Department of Public Works to determine the needed pipe size and grade inverts of the pipe. The proposed grade inverts at which the pipe must be installed will be marked by the City on the edge of the pavement at the pipe location. If re-marking of the proposed grade inverts or re-inspections are required because of improper installation a \$50.00 fee will be charged to the applicant. All pipes must be **INSPECTED AND APPROVED BY THE CITY OF POQUOSON PRIOR TO BACKFILLING AND/OR COVERING OF THE PIPELINE.**

**SEE BACK OF PERMIT FOR DETAIL SPECIFICATIONS AND INFORMATION ON DRIVEWAY INSTALLATION.**

I agree to adhere to the attached construction requirements and to **CALL FOR AN INSPECTION 24 HOURS IN ADVANCE** before any work is completed or improvements are installed, and to allow the City Inspector on my property to perform any inspections deemed necessary to ensure compliance with the established requirements.

**INSPECTIONS WILL BE PERFORMED DURING NORMAL BUSINESS HOURS AND WEATHER PERMITTING.**

To request an inspection call: (757) 868-3590 from 7:30 AM to 3:30 PM or (757) 868-3035 from 8:30 AM to 4:30 PM Monday thru Friday excluding City holidays. If your call is not answered leave a detailed message including the following information: Your name, telephone number where you can be reached during business hours, time, date and location of the work needing the inspection.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

This permit has been reviewed by the Planning & Engineering Dept. for compliance with environmental issues and/or concerns and has been found to be in compliance with Federal, State & Local regulations.

Date of Review & Approval: \_\_\_\_\_ Reviewed & Approved By: \_\_\_\_\_

If permit is issued in conjunction with a building permit it is valid until the building permit expires.

Building Permit No. \_\_\_\_\_ Date Issued: \_\_\_\_\_ Signed: \_\_\_\_\_

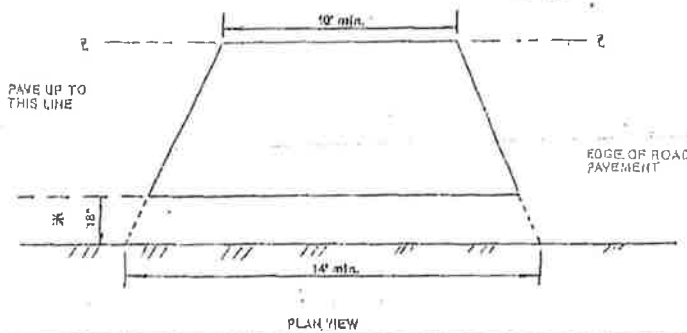
--If applicable the following will apply--

**\*\*IMPORTANT: (Please read)** If driveway is not installed per City standards prior to issuance of a certificate of occupancy for the structure that it serves, a surety in the amount of \$1,000.00 minimum must be posted until satisfactory installation of the driveway improvements.

# CITY OF POQUOSON CULVERT PIPE DRIVEWAY INSTALLATION REQUIREMENTS

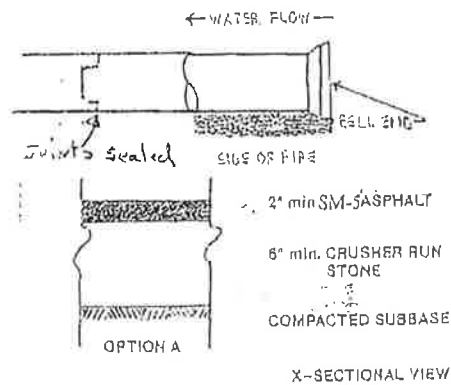
- All driveway pipelines must be minimum 12" class III R.C.P. or as directed by the City of Poquoson.
- Pipeline will be installed with the female/bell end of section on high point of water flow.
- Pipe bedding material shall be VDOT No #57 Stone, 6" in depth. Trench shall be dewatered and of dry compacted sub-base.
- All pipe joint seams shall have con-seal of correct size installed as required by manufacturer's recommendation. All exterior pipe joint seams shall be sealed with approved mortar mix. All pipe joint seams shall be wrapped their entire diameter with approved filter material.
- All backfill material shall be approved, free of all debris and compacted.
- Inspection of the driveway pipeline by city construction inspector is required before any backfilling.

NOTE: Any Driveway pipeline that is encased in the concrete apron shall be reinforced with wire mesh and a dummy joint will be installed over the pipeline.



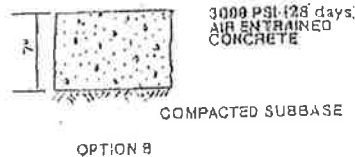
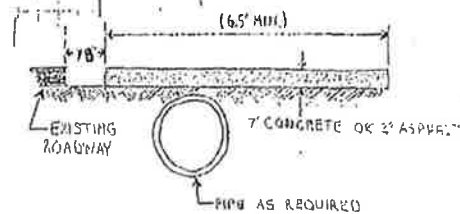
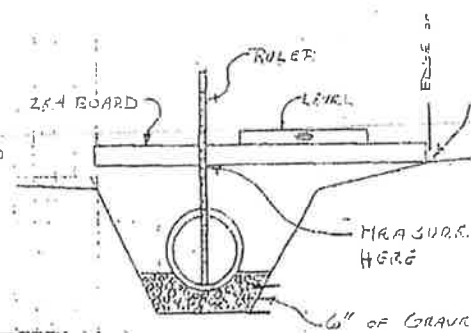
## RESIDENTIAL DRIVEWAY ENTRANCE R-2

(For use only where no curb and gutter exists)



### OPTION A

1. Bituminous concrete to be VDOT&T SM-5
2. Crusher Run to be VDOT Type 21A or B
3. Sub base to be dry and compacted.
4. Any sidewalk removed adjacent to driveway must be formed and poured
5. Bituminous concrete shall extend to the edge of pavement



### OPTION B

1. All concrete to be 3000 psi (28 days) air entrained
2. Concrete is to be cured with AASHTO approved liquid membrane seal
3. Sub base is to be dry and compacted
4. Where sidewalk is removed it is to be formed and poured with driveway 1/2" pre-molded expansion filler between sidewalk and driveway
5. Edge of pavement must be saw cut to provide a straight edge for City pavement tie-in