



CITY OF HOMER
APPLICATION & PERMIT TO CONSTRUCT AND MAINTAIN
DRIVEWAY ON PUBLIC RIGHT-OF-WAY

PART 1: To Be Completed by Permittee

Permit No: _____

DRIVEWAY ADDRESS: _____

Permittee: _____
Address: _____
Lot: _____ Block: _____
Sub: _____

Date: _____
Phone: _____

CONTRACTOR: _____

KPB Parcel Number: _____ ☒ Residential ☐ Commercial

Field inspection an notice required 24 hours in advance of construction.

Call Public Works Inspector at 235-3170.

The permittee certifies that: (1) he/she is the owner and/or authorized agent of the property, (2) that the conditions, restrictions and regulations of the City will be complied with, (3) that he/she will maintain the driveway in accordance with City standards, and (4) that the minimum clearance between the proposed finished driveway grade and the lowest aerial utility conductor shall not be less than 18 feet.

I have read the above application and know the contents thereof, the same is true and correct. I agree the above work will be done in accordance with all State and City laws and ordinances, and further agree to hold the City harmless from any and all claims of whatever kind or nature which may arise from activities under this permit.

Signed by Permittee _____ **\$45.00** _____ (Initials)

PART 2: For Public Works Department Use

Code 2105

☐ No ☐ Yes Culvert Required Minimum CMP Culvert **18"x20'**
☐ No ☐ Yes Paving Required Maximum driveway width at culvert: _____
☐ Applicant required to install a culvert water connections warrant.

SPECIAL INSTRUCTIONS

Initial inspection by: _____ Date: _____
Permit granted by: _____ Date: _____
Final inspection by: _____ Date: _____
Driveway ☐ Does ☐ Does not meet requirements
Improvements or corrections required: _____

CONSTRUCTION APPROVED BY: _____ Date: _____
(Public Works Inspector)

PERMIT APPROVED BY: _____ Date: _____
(Director of Public Works)

DISTRIBUTION: 1 ~ Permittee (completed part 1)
2 ~ Inspector (permit granted)
3 ~ Planning Department (address file)
4 ~ Inspector (final inspection/and approval)

Received By:
Paid By:
Date:

DRIVEWAY CONSTRUCTION INSTRUCTIONS

A permit to use or occupy roads or streets with access or driveway approaches must be obtained before any work shall be undertaken within the limits of a street right-of-way. **The cost of all the construction AND maintenance of the work shall be borne by the applicant, his grantees, successors and assigns (11.80.090)**

Our inspector will review the driveway site with permittee and/or contractor before construction begins and will advise permittee and/or contractor of the City requirements and grant the permit accordingly. **24 hours notice in advance of construction is required ~ 235-3170.**

After the driveway is completed, our inspector will inspect the work. If it is acceptable, the inspector will note on the permit that the construction is approved. If not acceptable, the inspector will advise the permittee and/or contractor and note on permit why it is unacceptable to the City.

Should the permittee and/or contractor not know the exact date that the driveway construction will begin, the Public Works Inspector must be notified at least 24 hours in advance as to when the work will begin.

Any questions regarding the City's requirements regarding construction should be directed to the Public Works Inspector at 907-235-3170.

CONSTRUCTION NOTES:

1. Stabilized fill material is required for the top two feet of the driveway for a distance of 15 feet from the shoulder line. Fill will not contain material exceeding two inches in diameter, and the top six inches within the R.O.W. must match the top course material of the road surface, however, not exceeding one inch in diameter.
2. Driveway will be constructed to match slope of shoulder or traveled way if no shoulder, for a distance as directed by the inspector.
3. Stabilized material for bedding for a minimum distance of six inches around the culvert will not contain material exceeding two inches in diameter.
4. All construction materials, methods and practices shall be in accordance with HMC Title 13, Standard Construction Practices.
5. Contractor must be licensed in the State of Alaska, bonded and insured to work in the City R.O.W.

