Liberty Consolidated Planning Commission
100 Main Street, Suite 7520
Hinesville, Georgia 31313
Phone: 912-408-2030

Jeff Ricketson, AICP
Executive Director

APPLICATION for **DRIVEWAY PERMIT**	**LCPC Permit #**

A $50 fee and sketch of proposed work shall be submitted with this application.
Installation of driveway requires inspection and approval by LCPC.

PROPERTY OWNER

Name _____

Name of Contact *(if owner is a bus. entity)* _____

Mailing Address _____

24-hour contact: phone _____ Email _____

CONTRACTOR *(if not property owner)*

Name _____

Name of Contact *(if contractor is a bus. entity)* _____

Mailing Address _____

24-hour contact: phone _____ Email _____

PROPERTY INFORMATION

Street Address _____

Parcel Number _____ Size _____

Current use of property: _____

Proposed use of property: ☐ Same as existing ☐ Other *(describe)* _____

_____

ACTION ON PERMIT APPLICATION

☐ APPROVED ☐ APPROVED with conditions noted below ☐ DENIED

Standard conditions: 1. Culvert shall be RCP _____" in diameter. 2. Driveway construction shall comply with §301-3 of the UDO (see attached).

Special conditions: _____

_____

_____ _____

date of issuance Signature of LCPC inspector or engineer

PROPOSED WORK

Description of work: _____

_____

_____

Surface: ☐ asphalt ☐ concrete ☐ other *(describe)* _____

ADDITIONAL INFORMATION FOR APPLICANT

1. The permit, if issued, authorizes the work described in this application and is valid for six (6) months from the issuance date.
2. Other permits - local, state and/or federal - may be required. It is the applicant's responsibility to obtain such permits if required.
3. The granting of this permit does not presume to give authority to violate or supersede the provisions of any other state or local law regarding construction or the performance of construction.
4. All provisions of the laws and ordinances governing this work shall be complied with, whether specified herein or not.

PROPERTY OWNER'S CERTIFICATION

I, the undersigned, certify that I am either the property owner or the authorized principal of the owner, I have read and examined this application, and I affirm the information contained herein is true and correct. Further, I certify that the contractor named above, if any, has my permission to perform the work described herein and I agree to notify LCPC if any information related to the contractor changes.

_____ _____

Signature *Date*

OFFICE USE ONLY

Date of receipt _____ ☐ Fee paid *(date)* _____ ☐ Fee not req'd

Sec. 301-3 Driveways

A. **Applicability**

1. It shall be unlawful to begin construction of any driveway and/or alter any driveway abutting on a public street, except those driveways abutting on a state or federal highway, until a driveway permit has been issued by the building official for such work. Driveways requiring a driveway permit shall meet the standards below.

2. Driveways under the jurisdiction of GDOT shall comply with the requirements of GDOT and the standards below; a local driveway permit shall not be required. However, if the driveway is being installed in conjunction with construction requiring a building permit, it may be required that GDOT approve the driveway prior to the issuance of the building permit.

B. **Standards**

1. The location of driveways shall meet the sight distance requirements of Sec. 301-12.

2. Driveway aprons (the portion of the driveway within the street right-of-way) shall be paved with concrete or asphalt. This shall not be required if the driveway is off an unpaved street.

3. Driveways shall be a minimum of 12 feet wide.

4. If a culvert is required under a driveway, the following standards shall apply:

   a. The size and type of pipe shall be designed in accordance with Article 405 [Drainage Control] but in all cases the culvert shall not be less than 15 inches in diameter.

   b. Where the culvert crosses under the driveway, a minimum of 2-foot wide shoulders shall be installed on either side of the driveway and the culvert shall extend the full width of the driveway and shoulders. In the instance where two driveways are closer than 4 feet to each other, one culvert shall be installed that extends to the outer edges of the shoulder of each driveway.

   c. On collector streets, the end treatment of the culvert shall be flared end sections with placement of concrete or riprap to prevent erosion at the outlet.

   d. On local streets, the end treatment may be either winged headwalls or the flared end sections described above.

Sec. 301-4 Family Restrictions in all Districts *(Hinesville only)*

A. For the purposes of this section the following definitions shall apply:

1. Neighborhood*:* Properties in any zoning district which are in proximity of ten or more single-family dwelling units, not separated by other uses or vacant property.

2. Family*:* Two or more persons residing in a single dwelling unit where all members are related by blood, marriage, or adoption up to the second degree of consanguinity, or by foster care. For the purposes of this definition, "consanguinity" means only the following persons are related within the second degree of consanguinity: Husbands and wives, parents and children, grandparents and grandchildren, brothers and sisters, aunts and uncles, nephews and nieces, and first cousins. For the purposes of this definition, a person shall be considered to reside in a dwelling unit if he or she