



**City of Newark, Ohio**  
 Department of Public Service, Division of Engineering  
 40 W. Main St., Newark, OH 43055 / [engadmin@newarkohio.net](mailto:engadmin@newarkohio.net)  
**DRIVEWAY, CURB CUT & SIDEWALK PERMIT**

PERMIT #  
 \_\_\_\_\_

**Contact Information**

Contact:	<b>Applicant</b>
Name:	
Company:	
Phone:	
Email:	
Contact:	<b>Contractor</b>
Name:	Same as Applicant <input type="checkbox"/>
Company:	
Phone:	
Email:	

**Please allow 7 working days to process the review of this application.**

<b>Type of Work</b> (check all that apply):				
<input type="checkbox"/> New Construction	<input type="checkbox"/> Replace Existing	<input type="checkbox"/> Driveway	<input type="checkbox"/> Curb Cut	<input type="checkbox"/> Sidewalk
<input type="checkbox"/> Residential	<input type="checkbox"/> Office, Business, Commercial, Industrial		<input type="checkbox"/> Other: _____	

<b>Site Information</b> (attach exhibit if needed):	
Street Address #:	Street:
Additional Streets or Location Description:	
Purpose of Driveway or Curb Cut:	
Estimated Start Date:	Estimated End Date:

<b>Impacts to Traffic</b> (check all that apply):		<input type="checkbox"/> None	<input type="checkbox"/> Parking Restriction
<input type="checkbox"/> Sidewalk Closure	<input type="checkbox"/> Shoulder Closure	<input type="checkbox"/> Lane Closure	<input type="checkbox"/> Full Road Closure

<b>The following materials and information are attached to this permit request</b> (check all that apply):		
<input type="checkbox"/> Construction Drawings	<input type="checkbox"/> Traffic Control or Detour Plan	<input type="checkbox"/> Other (please explain):
_____		

Draw a sketch of the proposed work, including dimensions, locating the work and extent of work. The work shall be performed in conformity with the pertinent **City of Newark Standard Construction Drawings** (see examples below).

NOTE: If the work will differ from the City of Newark Standard Construction Drawings, then submittal of a detailed drawing of the drive, including all dimensions and grades, will be required with this application.

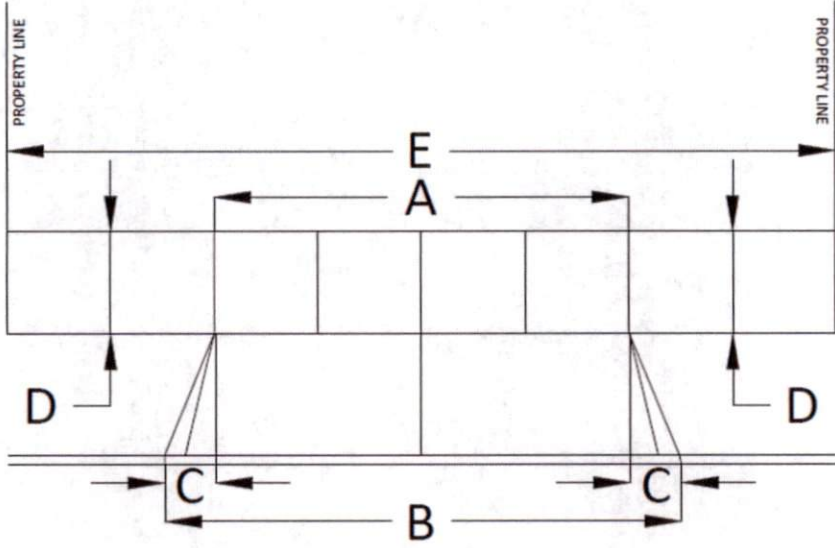


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Type of existing street (check all that apply):	Curb and Gutter	_____
	Non-Curb and Gutter	_____
Width of Driveway surface, beyond flare, radius, or sidewalk	A:	_____ feet
Width of Driveway at edge of street pavement	B:	_____ feet
Width of flare at existing curb and gutter street or Radius of flare at existing Non-Curb and Gutter street	C:	_____ feet
Width of Sidewalk being constructed	D:	_____ feet
Length of Sidewalk being constructed	E:	_____ feet

If the Driveway joins a street without existing curb and gutter, a driveway culvert pipe is required.  
 The size of the pipe (12" minimum diameter) and location will be determined by the City or by the design engineer.





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PERMIT #

I/We the undersigned do hereby state that the information provided herein and contained on any attachments are true and accurate to the best of my/our knowledge. I/We agree to abide by all laws, standards, regulations, ordinances of the City of Newark and the State of Ohio. I/We understand that failure to comply with the above may result in revocation of this permit. I/We accept all and full liability for my/our work and/or actions.

Applicant's Signature Date

The permit is hereby approved for the request as submitted upon the conditions set forth on this form and as stated on this application.
Permit Expires: Date
City Engineer Date:
Service Director Date:

INSPECTION NOTICE: Contact the City of Newark Engineer's Office at 740-670-7727 at least 24 hours in advance to schedule the inspection of forms prior to placing concrete.

The following items shall be considered as a condition of this permit and failure to comply will be reason for revocation and/or other penalties as determined by City Ordinances:

- 1. Traffic control shall be per the Ohio Manual of Uniform Traffic Control Devices, latest edition, and other applicable sections of the Ohio Revised Code and Codified Ordinances of the City of Newark, Ohio. The contractor shall provide, erect and remove all signs, barricades and other necessary traffic control devices to warn and/or detour traffic around construction work. All traffic control shall be in place prior to any work activities.
2. All work shall conform to the standards and specifications of the City current on the date of approval of this permit. The City Engineer shall determine the thickness and composition of the pavement.
3. The applicant shall notify all utilities and the Ohio Utilities Protection Service (1-800-362-2764) no less than 48 hours prior to any excavation activities. (ORC 153.64)
4. The applicant shall restore all areas disturbed by his/her operations to their original, or better condition, insofar as practical.
5. A copy of this permit must be placed on site during the hours of activity that was stated on the permit application.
6. Special Permit Conditions:

Blank lines for special permit conditions.

The following phone numbers are provided for your convenience:

Newark City Departments

- City Engineer.....740-670-7727
Safety Director.....740-670-7710
Service Director.....740-670-7707
Street Department.....740-670-7734
Traffic Control.....740-670-7734
Police Department.....740-670-7200
911 Center.....740-349-6758

Public Utilities

- American Electric Power.....1-800-672-2231
Columbia Gas.....1-800-344-4077
Charter/Spectrum Cable.....1-800-489-4139
The Energy Cooperative.....740-344-2102
Kinetic/Windstream.....1-877-848-4966

Ohio Utilities Protection Service

1-800-362-2764 or 811 (Free Service)