



City of Bixby Driveway Permit Application

Applicant: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

Please note, all information and items listed below must be completed and submitted prior to application review.

Complete		Submittal Items	Staff Comment
Y	N		
<input type="checkbox"/>	<input type="checkbox"/>	Legal description of property with name and address of legal owner	
<input type="checkbox"/>	<input type="checkbox"/>	Area sketch and boundary line survey showing any existing and proposed driveways	
<input type="checkbox"/>	<input type="checkbox"/>	Driveway pavement materials: _____	
<input type="checkbox"/>	<input type="checkbox"/>	Grading and Drainage Plan showing storm water existing drainage system, existing & proposed runoff patterns, and proposed drainage improvements (i.e. new culverts, etc.)	
<input type="checkbox"/>	<input type="checkbox"/>	Is lot or tract in flood plain area?	
<input type="checkbox"/>	<input type="checkbox"/>	Construction Schedule	

Applicant Signature and Date:

_____ / _____



City of Bixby

116 West Needles

918-366-4430

Driveway/Parking Requirements

The City of Bixby has an Ordinance that deals with commercial and residential parking and driveways. These requirements are part of the 'Engineering Design Criteria' and the pertinent section is included with this handout.

Commercial Highlights:

1. Unless recommended by a licensed professional engineer all driveway/parking areas abutting a concrete street must be paved with concrete.
2. Asphalt is allowed upon recommendation by a licensed professional engineer, however the recommendation must be submitted for review in advance.
3. Concrete shall have a minimum depth of 6" for commercial and light industrial and 7" for heavy industrial. Asphalt shall have a minimum depth of 5 ½".

Residential Highlights:

1. Driveway/Parking areas that abut a concrete street must be paved with concrete.
2. Asphalt is permitted on a case by case basis if the streets are paved with asphalt and there are asphalt driveways in your area.
3. Concrete shall have a minimum depth of 5" and asphalt to a 5 ½" depth.

*Driveway and parking materials other than asphalt or concrete will not be considered.

intersections or as approved by the city, shall be no less than three (3) feet from the outside curb line of the street pavements.

C.5.9. **MAINTENANCE.** After final acceptance of sidewalks by the city maintenance of sidewalks shall be the responsibility of property owners whose properties abut the right-of-way line along which the sidewalk has been constructed.

C.5.10. **HANDICAPPED ACCESS.** Sidewalks must provide reasonable access for the safe and convenient movement across curbs of physically handicapped persons, including those persons in wheelchairs. *Access ramps at appropriate locations, in accordance with the Americans With Disabilities Act and its supporting standard shall be included in the sidewalk construction.*

C.6 CONSTRUCTION STANDARDS FOR DRIVEWAYS AND PARKING AREAS.

C.6.1. **REQUIREMENTS.** *All concrete driveways and parking areas shall be of Portland cement concrete which meets the requirements for PORTLAND CEMENT CONCRETE STREETS. Driveways shall be concrete on all new streets, on all industrial or commercial driveways, and on all driveways onto existing concrete streets. Asphalt driveways may be permitted on a case-by-case basis for residential access drives only onto existing asphalt streets and only if asphalt drives have been generally used for driveway construction in the area.*

Parking areas may be either concrete or asphalt based on the recommendations to the property owner by a licensed professional engineer. The design recommendation shall be submitted to the City for review and approval prior to construction.

Driveway and parking materials other than asphalt or concrete will not be considered.

C.6.2. **BASE.** *Concrete for drives shall be laid on a firm, smooth surface at an average depth below finish grade equal to the thickness of the drive. All soft and yielding or other unsuitable materials shall be removed and replaced with suitable material before construction proceeds. Parking areas construction shall proceed as per design engineer's specifications.*

C.6.3. **DIMENSIONS.** *Horizontal drive dimensions shall be as specified in C.4 above.*

Concrete drives shall not be less than five (5) inches in thickness for residential, six (6) inches in thickness for commercial and light industrial, and seven (7) inches in thickness for heavy industrial and shall have a turn radius of not less than 10 feet.

Asphalt drives, where allowed, shall be a minimum of five and one-half (5 ½) inches in thickness.

C.6.4. **MAINTENANCE.** *Driveways and parking areas shall be the sole responsibility of the property owner for which the drive provides street access and parking.*