



# Driveway Approach Application

Rev. 20250425

APPLICANT NAME: \_\_\_\_\_ PHONE \_\_\_\_\_

OWNER NAME (If different from applicant) \_\_\_\_\_

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

STREET(S) TO BE ACCESSED \_\_\_\_\_

TYPE OF STREET: ARTERIAL:    PRINCIPAL    MINOR COLLECTOR  
                         LOCAL:    RESIDENTIAL    COMMERCIAL

CONTRACTOR (If known): \_\_\_\_\_

DATE OF REQUEST: \_\_\_\_\_

TYPE OF DRIVE WAY APPROACH:    COMMERCIAL    RESIDENTIAL

WHAT TYPE OF ACTION:    NEW    MODIFY EXISTING    REMOVE EXISTING

REVIEW FEES (To be paid at time of Application):    COMMERCIAL = \$118.30    RESIDENTIAL = \$96.78

Driveway approach dimensions are limited to a maximum of 40% of street frontage, up to 30'. Driveway approaches must provide access to an off street parking space. Construction of a driveway approach must meet the Standards of the City of Spokane, and will be subject to inspection. Elimination of a driveway approach must be replaced with City Standard curb and sidewalk. Replacement of an existing driveway approach requires replacement to current City Standard Plans noted below.

See City of Spokane Municipal Code 17H.010.220 and Standard Plan(s) F-103a, F-103a, F-104a & F-104B for details, Construction of a driveway approach must be performed by a Contractor who has met the requirements to work in the Right of Way, and a Street Obstruction Permit must be obtained prior to any Construction activity. When excavating within 10 feet of an existing street tree you must contact the Urban Forestry Program at 509-363-5495 before proceeding.

**APPLICANT MUST PROVIDE A SITE PLAN SHOWING ALL EXISTING CONDITIONS, AND ALL PROPOSED CHANGES. PLEASE SHOW PROPERTY DIMENSIONS, ALL STRUCTURES ON SITE, STREET INTERSECTIONS AND DIMENSIONS, ANY SIDEWALKS, STREET TREES, DRAINAGE SWALES, PARKING METERS, FIRE HYDRANTS, TRAFFIC SIGNS AND MARKINGS, AND ANY OTHER PERTINANT INFORMATION.**

Driveway Approach Permit applications may take up to five (5) working days for review. **Upon approval, a separate obstruction permit application will be required to be obtained by a contractor licensed to perform work in the right-of-way.**

DO NOT WRITE BELOW THIS LINE- CITY USE ONLY

APPROVE

DENY

COMMENTS/CONDITIONS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

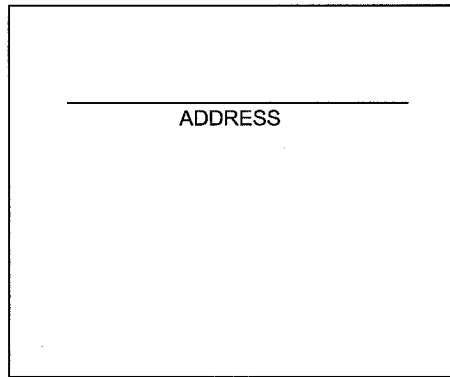
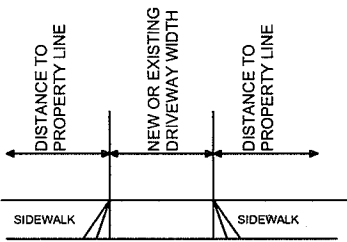
PLEASE SHOW LOCATIONS OF ALL EXISTING DRIVEWAYS,  
AND PROPOSED NEW DRIVEWAYS, INCLUDING DIMENSIONS.  
SHOW PROPERTY DIMENSIONS  
ALL STRUCTURES ON THE SITE  
ANY SIDEWALKS, STREET TREES, DRAINAGE SWALES  
PARKING METERS, FIRE HYDRANTS, TRAFFIC SIGNS  
AND MARKINGS, POWER POLES, AND ANY OTHER PERTINANT INFORMATION.

PROPERTY LINE

CURB LINE

STREET NAME

EXAMPLE:



PROPERTY LINE

CURB LINE

STREET NAME

**CITY OF SPOKANE**  
DRIVEWAY APPROACH APPLICATION  
SITE PLAN