



**EL RENO**  
WE'RE PROUD OF OUR *routes*.

**Community Development Department**

101 N. Choctaw El Reno, OK 73036 • (405)-295-9317

## Driveway & Sidewalk Permit Application

### APPLICANT INFORMATION

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

### OWNER INFORMATION (IF DIFFERENT THAN APPLICANT):

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

### GENERAL CONTRACTOR INFORMATION

Name/Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

☐ **NEW**

☐ **REPAIR**

### PERMIT REQUEST TYPE:

- ☐ Driveway  
☐ Sidewalk

### REQUEST INFORMATION:

Does this require a curb cut? ☐ YES ☐ NO  
Does this require a road or alley closure? ☐ YES ☐ NO  
Will this be on ODOT right-of-way? ☐ YES ☐ NO

\*\*\*Requires ODOT Driveway Permit\*\*\*

### Please attach the following to your application:

- ☐ Site Plan/Aerial view
- ☐ A signed Indemnification Agreement or Certificate of Insurance.
- ☐ ODOT Approved Driveway Permit

#### If a curb cut is required:

☐ Surety bond of \$100,000 or equivalent liability insurance policy naming the City of El Reno as insured for paving cuts or boring on all paved section line roads as well as Sunset Drive, South Rock Island Ave., & South Mustang Field Road.

**OR**

Surety bond of \$50,000 or equivalent liability insurance policy naming the City of El Reno as insured and must be filed and approved before cutting or boring all other roads.

I hereby affirm that I am, or I have been authorized by the property owner(s) to apply for and undertake all work described, and that the entire project conforms to the Code of the City of El Reno, Oklahoma State Statutes, and all Federal regulations. I acknowledge that only contractors holding state and local licensing may perform electrical, mechanical, and plumbing work. I understand that only the work described in the plans is eligible for permitting, and I attest that all minimum required insurance will be maintained during construction.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

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### FOR CITY OF EL RENO OFFICE USE ONLY

**PLAN REVIEW:**      ☐ Approved              ☐ Conditionally Approved              ☐ Denied

Community Development Administrator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Notes: \_\_\_\_\_

### PERMIT ISSUANCE

#### Driveway Approach Permit

First 35' of curb cut (each)                      \_\_\_\_\_ @      \$35.00= \$ \_\_\_\_\_

Each additional 1' over 35' (each)                      \_\_\_\_\_ @      \$1.00= \$ \_\_\_\_\_