

# PERMIT ESSENTIALS: DRIVEWAYS

This handout is for informational purposes and is not legally binding. Please review section 206.020(B)(E) of the city code for more information.

## PERMIT REQUIRED

A permit is required to install a new driveway or reconstruct or expand an existing driveway on a residential lot.

## HOW TO APPLY

Submit the following information:

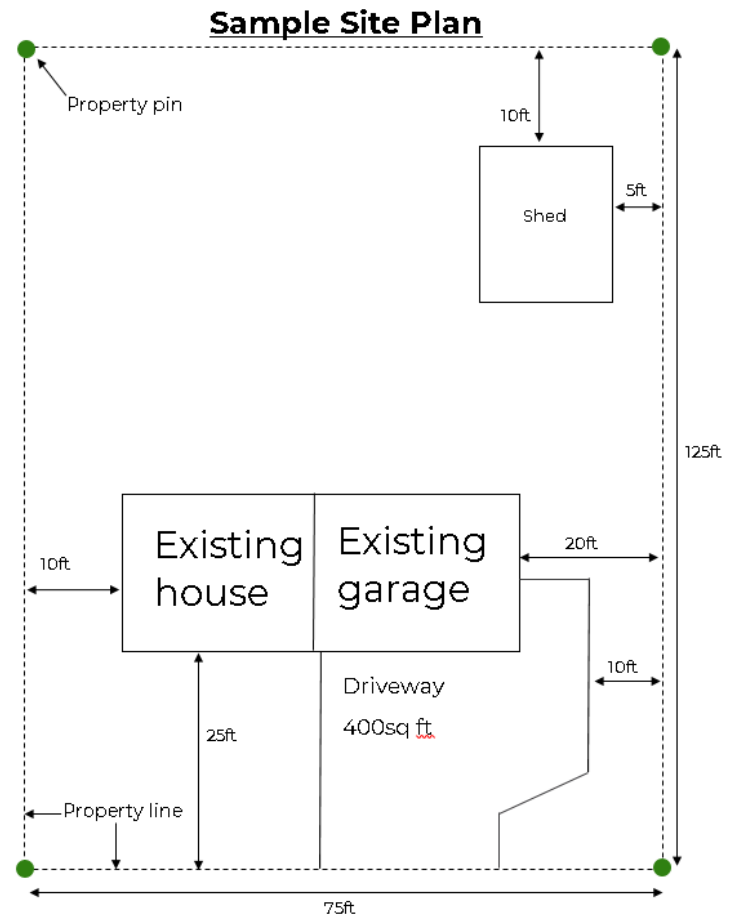
- Zoning permit application
- Site plan
  - Drawn to scale
  - Shows lot dimensions
  - Shows location of driveway in relation to the property line and tree impacts
  - Shows location and dimensions of existing and proposed driveway
  - Shows existing and proposed impervious surface coverage
  - Shows any city sidewalk/trails that exist
- Erosion control plan for new driveways and expansions
- Identify curb type as barrier or surmountable
  - Show any proposed changes to the curb cut
- An additional permit from Ramsey County is need if it's a county road

## PERMIT FEES

- \$29

## PROCESSING YOUR APPLICATION

The application is reviewed for compliance with city regulations. Staff will make notes on the plan for your information. Once approved, you can pay for and pick up your permit.



Turn over for more information

## REQUIRED INSPECTION

Email [zoningpermits@shoreviewmn.gov](mailto:zoningpermits@shoreviewmn.gov) to schedule the following inspection:

- Final inspection after installation
  - Property corners must be identified and visible

## GENERAL CODE REQUIREMENTS

- One curb cut per house, unless:
  - Lot width is greater than 120 feet
  - House is on a corner lot
- Maximum driveway width at curb and right-of-way - 24 ft.
- Maximum lot coverage for impervious surfaces - 40%
- Approved materials:
  - Asphalt
  - Concrete
  - Brick pavers rated for vehicular loads
  - Other materials can be approved if the house is more than 75 ft. from the front property line
    - First 20 ft. from the street would need to be asphalt or concrete
- Minimum setbacks:
  - Interior side and rear lot lines - 5 ft. unless driveway is shared by 2 or more parcels
  - Street right-of-way line or front property line - 20 ft.
  - Between driveways – 10 ft.
- Parking areas:
  - Must be in areas leading to the garage or side
  - Cannot be in front of the house

## MISCELLANEOUS INFORMATION

Your property may also be subject to private covenants or restrictions which regulate improvements on your property. It is your responsibility to determine this.

Remember to call Gopher State One at 8-1-1 before digging.

## QUESTIONS?

Shoreview Community Development Department

4600 Victoria Street | Shoreview, MN 55126

651-490-4680 or [zoningpermits@shoreviewmn.gov](mailto:zoningpermits@shoreviewmn.gov)

[shoreviewmn.gov/driveways](http://shoreviewmn.gov/driveways)

