

# Borough of Doylestown

Department of Building and Zoning  
Permit Application for  
Zoning Permit for Driveway & Patio

## Background:

The Borough of Doylestown requires that prior to installing or expanding a patio or driveway the property owner shall acquire a Permit from the Department of Building and Zoning, located at 57 West Court Street. There is a fee (listed below) for the patio/driveway zoning permit. All construction work shall be done according to the Borough of Doylestown Ordinance specifications and the PAUCC and IPC 2009.

## When A Patio or Driveway Permit is Required:

Installation or expansion of a patio or a driveway requires a permit. Resurfacing or repairing an existing patio or driveways does not.

## Process:

1. Complete the Permit Application and bring it to the Borough Zoning and Planning Office at 57 West Court Street with payment in the amount of:
  - \$60 Residential patio
  - \$200 Commercial patio
  - \$25 DrivewaysCheck should be payable to "Borough of Doylestown"
2. The staff will accept your completed permit application. You must attach 2 copies of the site plan. See the list below for what must be shown on the site plan. **Note staff will not accept incomplete applications.**
3. You will be contacted when a decision has been made on your application. Permit review normally takes 7 – 10 days but may be as long as 20 days.
4. Do not begin work until your application has been approved and you have an issued permit in your hand.
5. Once work is complete you must schedule a final inspection to close the permit.

**Check List for Submission - Applicant must fill out checklist marked "A" below. Borough staff will complete checklist marked "S".**

**A S**

- |                          |                          |                                                                                             |
|--------------------------|--------------------------|---------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Completed application form.                                                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Payment is included.                                                                        |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 copies of the site plan are attached.                                                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan shows measurement of distances from property lines to proposed patio or driveway. |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan shows all structures on the site.                                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan shows all property lines, streets, easements, rights-of-way and dedications.      |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan shows the front yard set back line.                                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan shows any proposed parking area with measurements.                                |

# Borough of Doylestown

Department of Building and Zoning

Permit Application for

## Zoning Permit for Driveway & Patio

Hours of Operation  
Monday - Friday  
8:30 a.m. – 4:30 p.m.

**PROPERTY INFORMATION:**

Property Address:	Tax ID Number:
Property Owner Name:	Owner Phone:
Property Owner Address: _____	

**CONTRACTOR'S INFORMATION:**

Company Name:	Phone:
Company Address:	Borough Registration #
Contact Name :	Contact Phone:

**SITE CHARACTERISTICS:**

Permit for (circle one or both )	Zoning District:	If Driveway:
<input type="checkbox"/> Patio <input type="checkbox"/> Driveway		Distance from center of street to front edge of parking area:
Proposed Patio/ Driveway Dimensions:	Distance from patio to closest property line: (Must be at least 2 feet)	Patio/ Driveway is constructed of:

**APPLICANT SIGNATURE:**

	Date:
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**APPLICATION PROCESSING RECORD (Borough Office Use Only)**

Date Received:	Amount Paid:	Check Number:
Payor:	Received by:	

Zoning Officer:	Date of Zoning Review:
Permit is: <input type="checkbox"/> Granted <input type="checkbox"/> Denied <input type="checkbox"/> Other:	
Reason/Comments/Conditions: _____	
Zoning Officer Signature: _____	
Applicant Notified by: _____	On Date: _____
Permit Number Issued: _____	On Date: _____



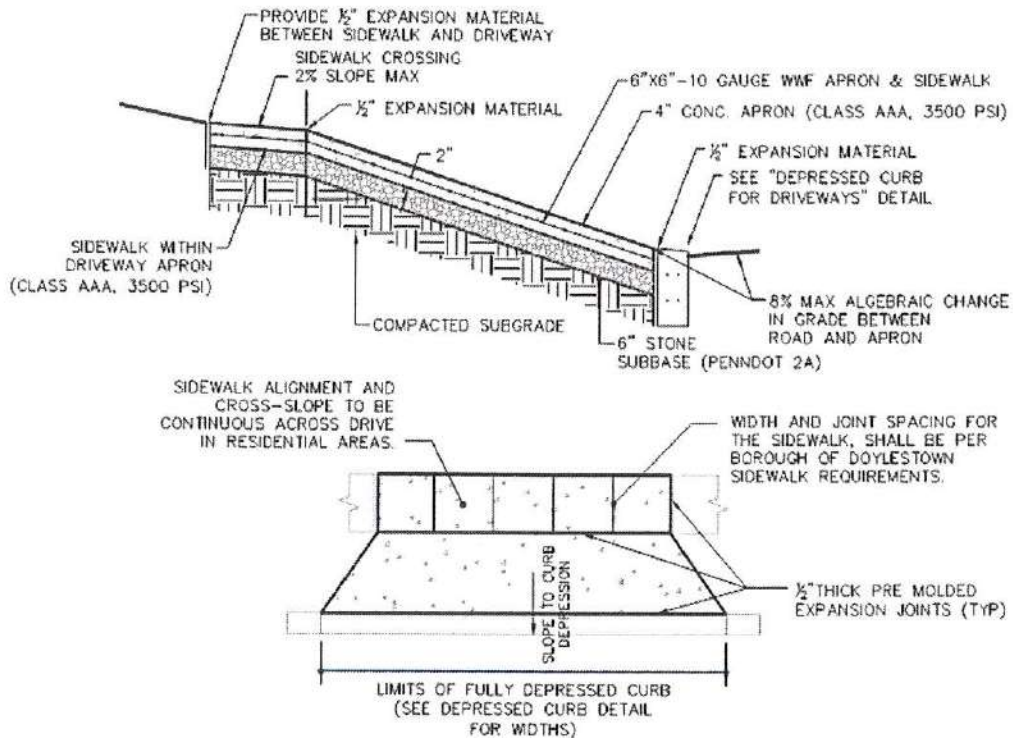
# Borough of Doylestown

## Department of Building and Zoning

### Permit Application for Sidewalk/Curb/Apron

Hours of Operation  
Monday - Friday  
8:30 a.m. - 4:30 p.m.

#### Driveway with Planting Strip between the Curb and Sidewalk (Not to Scale)



#### Sidewalk Requirements:

- Sidewalks shall be constructed of four (4) inch thick, three thousand (3,000) pound per square inch Portland cement concrete poured on a compacted base. Sidewalks shall be four (4) feet in width and allow for a four foot planting strip between the curb and the sidewalk; provided however, that the Borough of Doylestown may approve a greater or lesser width for the purpose of conformity of new or replacement sidewalks with existing connecting sidewalks.
- Sidewalks shall have a scored joint at 4 foot intervals and a 1/2 inch expansion joint every 24 lineal feet.

#### Driveway Requirements:

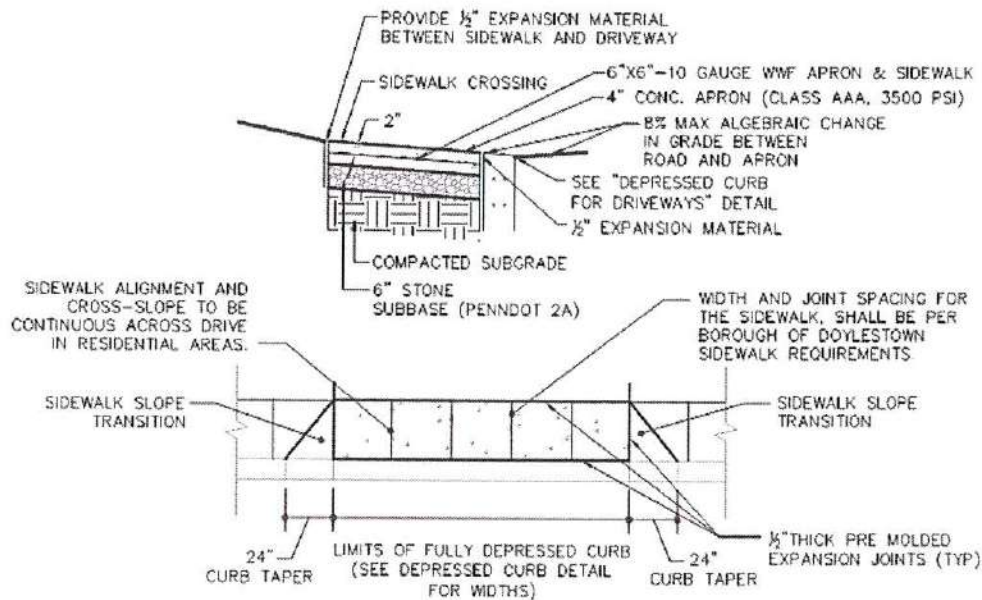
- Curb cuts are required. Flared cuts should be used to gradual transition between the sidewalk and the ramp. Returned curbs should only be used in areas that pedestrians would not normally travel such as planting strips.
- Driveways and aprons shall be constructed of four (4) inch thick, three thousand five hundred (3,500) pound per square inch Portland cement concrete poured on a compacted base. Number 4 reinforcing bars shall be laid in the curb cut. Use 4 bars in two rows of 2 bars each.
- Curb cut ramps shall be at least 12 foot wide for single car drives, 24 foot wide for double car drives.
- Sidewalks shall be four (4) feet in width and allow for a four foot planting strip between the curb and the sidewalk; provided however, that the Borough of Doylestown may approve a greater or lesser width for the purpose of conformity of new or replacement sidewalks with existing connecting sidewalks.

The Borough of Doylestown may, upon the recommendation of an engineer and a finding of unique or special circumstances with respect to a particular sidewalk or portion thereof, may alter or add to said specifications as deemed necessary for proper construction, reconstruction, replacement or repair.

**Borough of Doylestown**  
Department of Building and Zoning  
Permit Application for  
Sidewalk/Curb/Apron

Hours of Operation  
Monday - Friday  
8:30 a.m. - 4:30 p.m.

**Driveway without Planting Strip between the Curb and Sidewalk (Not to Scale)**



**Sidewalk Requirements:**

- Sidewalks shall be constructed of four (4) inch thick, three thousand (3,000) pound per square inch Portland cement concrete poured on a compacted base. Sidewalks shall be four (4) feet in width and allow for a four foot planting strip between the curb and the sidewalk; provided however, that the Borough of Doylestown may approve a greater or lesser width for the purpose of conformity of new or replacement sidewalks with existing connecting sidewalks.
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**Driveway Requirements:**

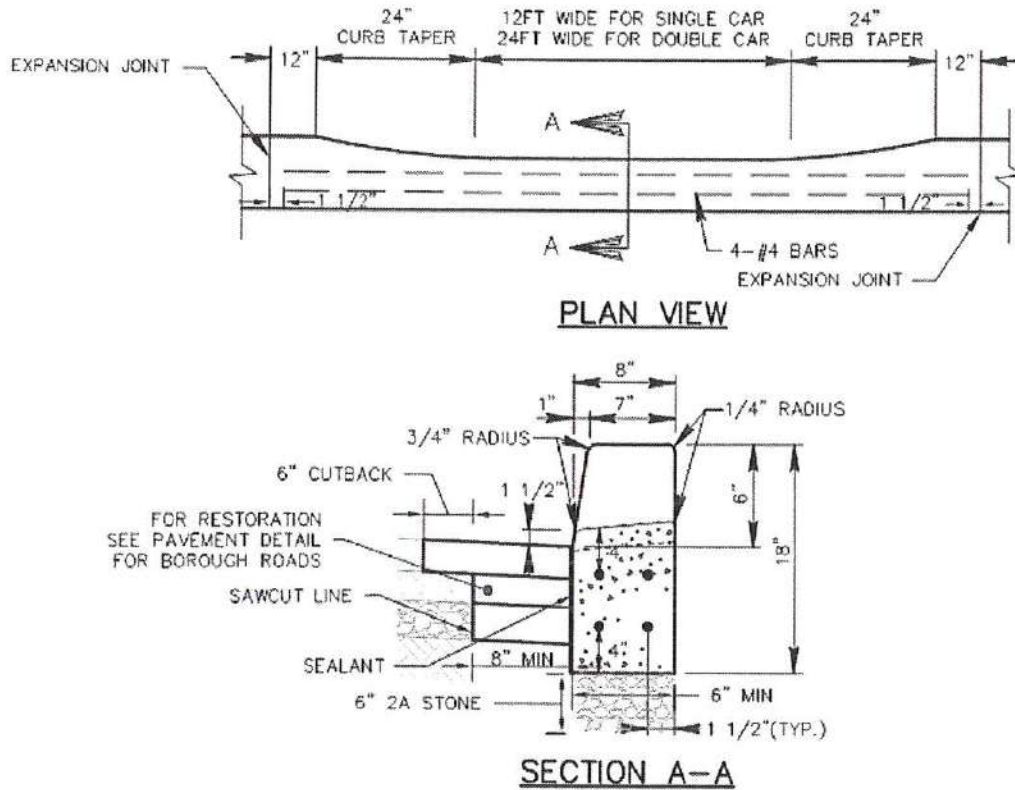
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Hours of Operation Monday - Friday 8:30 a.m. – 4:30 p.m.
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**Depressed Concrete Curb Detail (Not to Scale)**



**Driveway Requirements:**

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- Driveways and aprons shall be constructed of four (4) inch thick, three thousand five hundred (3,500) pound per square inch Portland cement concrete poured on a compacted base. Number 4 reinforcing bars shall be laid in the curb cut. Use 4 bars in two rows of 2 bars each.
- Curb cut ramps shall be at least 12 foot wide for single car drives, 24 foot wide for double car drives.
- 24 inch curb tapers shall be painted yellow with oil based paint.

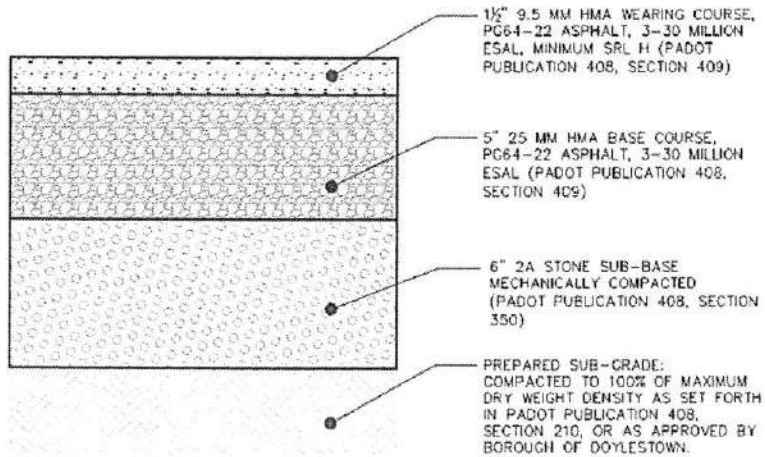
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Pavement Detail for Borough Roads (Not to Scale)



Pavement Detail for Residential Driveways (Not to Scale)

