

**CITYWIDE PERMIT
DRIVEWAY MAINTENANCE
ON CITY RIGHTS-OF-WAY**



Public Works Department

108 Roadrunner Drive Sedona, AZ 86336
(928) 204-7111 • www.sedonaaz.gov/PW
(928) 203-5100 • ROWPermits@SedonaAZ.gov

This permit is issued pursuant to City Code Section 12.05. Anyone acting under the terms of this permit agrees to hold the City harmless for the placement and/or the operation of the encroachments approved under this permit. All applicable boxes shall be filled in or checked.

(X) MAINTENANCE PERMIT FOR EXISTING DRIVEWAYS

WORK START DATE: _____ **AT LOCATION:** _____

THIS PERMIT IS VALID FOR ONE WEEK FROM THE WORK START DATE

In consideration of the granting of this permit for work conforming to the Sedona City Code Section 12.05, the Permittee hereby agrees to the conditions set forth in Article 12.05, Section 12.05.070.D of the Sedona City Code and this Citywide Permit.

UNDER THIS PERMIT YOU ARE ALLOWED: To maintain your existing driveway access. You may rake and level out your driveway, repair or fill in any potholes or ruts. Import or export gravel or ABC (Aggregate Base Course) material, to match existing, as long as the grade elevation is not changed. You may maintain your visibility triangles for sight distance on the frontage of your property within your side property lines, as long as all the material is hauled away.

UNDER THIS PERMIT YOU CAN NOT:

- Install a new driveway
- Change the grade or location of your driveway
- Change the surface type of the existing driveway
- Install a culvert or modify existing drainage ditches or channels on City rights-of-way
- Stage materials in the City right-of-way
- Encroach into the street or block traffic
- Plant or install landscaping beyond your property lines
- Maintain or modify existing encroachments beyond your side property lines on City rights-of-way that may extend beyond your property frontage.

If you are considering any of the items above for your project, please contact the City of Sedona Right-of-way staff at 928-203-5100. These items may be allowed under a Right-of-way Permit or Engineering Grading Permit.

SUBMITTAL REQUIREMENTS: The following items are required for this permit:

(Place a checkmark and date by each item when it is completed)

() _____ For any maintenance that may require scraping or digging please contact the Arizona
DATE Blue Stake Center at 811 or 1-800-782-5348 or www.arizona811.com/
This is an important step since underground utilities may be in conflict with the area you are working in. Please plan ahead location of utilities is a free service and is required by State Law. A minimum of 2-3 workdays is required for marking of underground utility lines.
The Blue Stake Center will assign a number, place that number here: _____

() _____ Reference Article-9/910.09 Sight Distance/ Figure 9-43 (below), for information on
 DATE maintenance requirements for driveway visibility triangles.

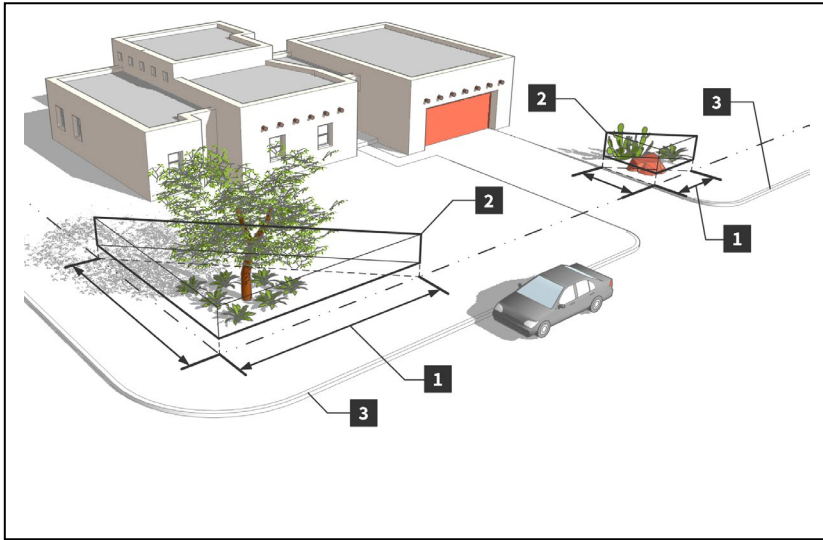


Figure 5-1: Visibility Triangle

Land Development Code, 5.4

F. Visibility Triangles

1) On all lots or parcels of land, no obstruction that will obscure the view of motor vehicle drivers shall be placed within the triangular area formed by joining points measured 30 feet along the property line from the intersection of two streets, or by joining points measured 10 feet back along a driveway and lot line from the point of intersection of the driveway and lot line. On a site-specific basis; as an alternative, the City Engineer may apply AASHTO standards based on a site-specific evaluation of intersection visibility. (See Figure 5-1.)

(2) Within the area of the triangle there shall be no sight-obscuring or partly obscuring wall, fence, sign, or foliage higher than 36 inches above curb grade or, in the case of trees, foliage lower than six feet.

(3) Vertical measurement shall be made from the top of the curb on the street adjacent to the nearest street of the triangle or, if no curb exists, from the edge of the nearest traveled way.

() _____ Post this permit on the property at or near the work area
 DATE

() _____ Call 928-204-7800 for a final inspection when work is completed
 DATE Inspections are conducted Monday - Friday between the hours of 8:00 am -3:00 pm
 (If you leave a message please leave your name, address, and phone number)

NAME OF PERMITTEE: _____ PHONE: _____
 ADDRESS: _____
 CITY: _____ ZIP: _____

By using this permit it is understood that you have reviewed the submittal requirements. This permit shall be made available to all City Personnel upon request and shall be posted on the property during the driveway maintenance work.
This Permit is not valid until signed and dated.

SIGNATURE OF APPLICANT: _____ DATE: _____

Work not complying in full with the requirements of this permit will require obtaining a separate right-of-way permit. Contact Right-of-Way Staff at 208-206-5100 if you have questions regarding whether you may use this permit for your project.