

ACHD Driveway Approach Request

Requirements/Guidelines

To assure timely approval, please complete driveway approach request form in its entirety.

Provide a drawing/plan showing the site (include property lines and street names) and location of proposed improvements.

Driveway Approach Request approval duration is for 1 year.

Driveway approach must comply with all ADA, ISPWC and ACHD Supplemental specifications. Sidewalk cross-slope must not exceed 2%.

A right-of-way use permit will be required to perform any work within ACHD right-of-way. Contractor/Permit Holder must be licensed and bonded to work within ACHD right-of-way.

Driveway approach widths and locations may be limited by ACHD Policy, existing agreements, plats, staff reports and HOA License Agreements.

Driveway should be paved the full width at least 30-feet into the site beyond the edge of pavement.

Driveway approaches vacated/relocated shall be closed with appropriate curb, gutter and sidewalk per ISPWC Standard Drawings or ACHD Supplemental Drawings.

Coordinate construction with ACHD Inspector. Inspector contact information will be on the right-of-way use permit.

Submit completed application to dvs@achdidaho.org or to 1301 North Orchard Street, Suite 200 Boise, ID 83706

ACHD Driveway Approach Request
Email form to DVS@achdidaho.org

APPROVAL OF THIS REQUEST DOES NOT AUTHORIZE CONSTRUCTION. A ZONE PERMIT IS STILL REQUIRED.

Date of Application ____/____/____	Approximate Start Date ____/____/____	Approximate Completion Date ____/____/____
Applicant Name _____	Contractor Name _____	Contractor Email _____
Applicant Phone # _____	Contractor Phone _____	Contractor Point of Contact _____
Site Address _____	Owner Email _____	Owner Signature _____
Nearest Cross Street _____		
Existing Site Layout		
____ No Curb, Gutter, Sidewalk	____ Vertical (square) Curb, No Sidewalk	
____ Rolled Curb, Detached Sidewalk	____ Vertical (square) Curb, Detached Sidewalk	
____ Rolled Curb, Attached Sidewalk	____ Vertical (square) Curb, Attached Sidewalk	
____ Other _____		
Is there a drainage swale or borrow ditch at this location? ____ Yes ____ No		
Provide description of proposed driveway, including width, material (concrete, asphalt). Provide additional page with drawing, graph or photo showing the lot, location of proposed driveway, location of existing driveway(s), and other pertinent information.		
_____ _____ _____ _____		
STAFF USE ONLY:		
Date Reviewed _____	Approval Date _____	Declined Date _____
____ Approved	____ Declined	____ Approved with Amendments
_____ _____ _____ _____		
Reviewer _____		