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# Driveway Entrance Permit & Inspection Requirements

The following information is a quick guide for residential driveway entrance permits and inspections. For complete permit requirements, please see [Sections 24-129 through 24-133 of the Edina City Code](#) and Standard Plates [400](#), [405](#) and [500](#).

No person shall disturb the right-of-way without first consulting with the Engineering Department prior to beginning work to determine what type of permit will be required. This permit is applicable to the following work:

- Driveway aprons
- New, relocating, closing up curb cuts / entrances with no curb and gutter

## Permit Submittal Requirements

- Site plan showing proposed relocation of driveway meeting the requirements outlined in [Sections 24-129 through 24-133 of the Edina City Code](#) and Standard Plates [400](#), [405](#) and [500](#).
- Show any intersections, fire hydrants and neighboring driveways.
- Payment of permit fee, \$80.00.
- Document any request for deviations from City standards and submit any supporting documentation.

## Pre-pour Inspection Requirements

- If existing curb must be removed, do so by making a clean, full depth, saw cut at roadway joint. Damage to the roadway is the responsibility of the permit applicant and contractor, so use extreme caution when removing existing curb. Damage to the roadway must be repaired per Standard Plates 540-545.
- No existing section of curb and gutter less than 4' shall remain.
- Base material shall be Class 5, 6" deep and properly compacted.
- Concrete shall be 6" in depth.
- Radius must be formed with flexible material to allow for a smooth 3' radius.
- Call Engineering at 952-826-0371 to schedule an inspection at least 24 hours in advance.

## Final Inspection Requirements

- Call Engineering at 952-826-0371 to schedule a final inspection once all work is complete.
- No damage to existing roadway. All damage must be repaired with the City Engineer's approval before the permit will be closed out.
- Curb cut must meet the requirements outlined in [Sections 24-129 through 24-133 of the Edina City Code](#) and Standard Plates [400](#), [405](#) and [500](#).

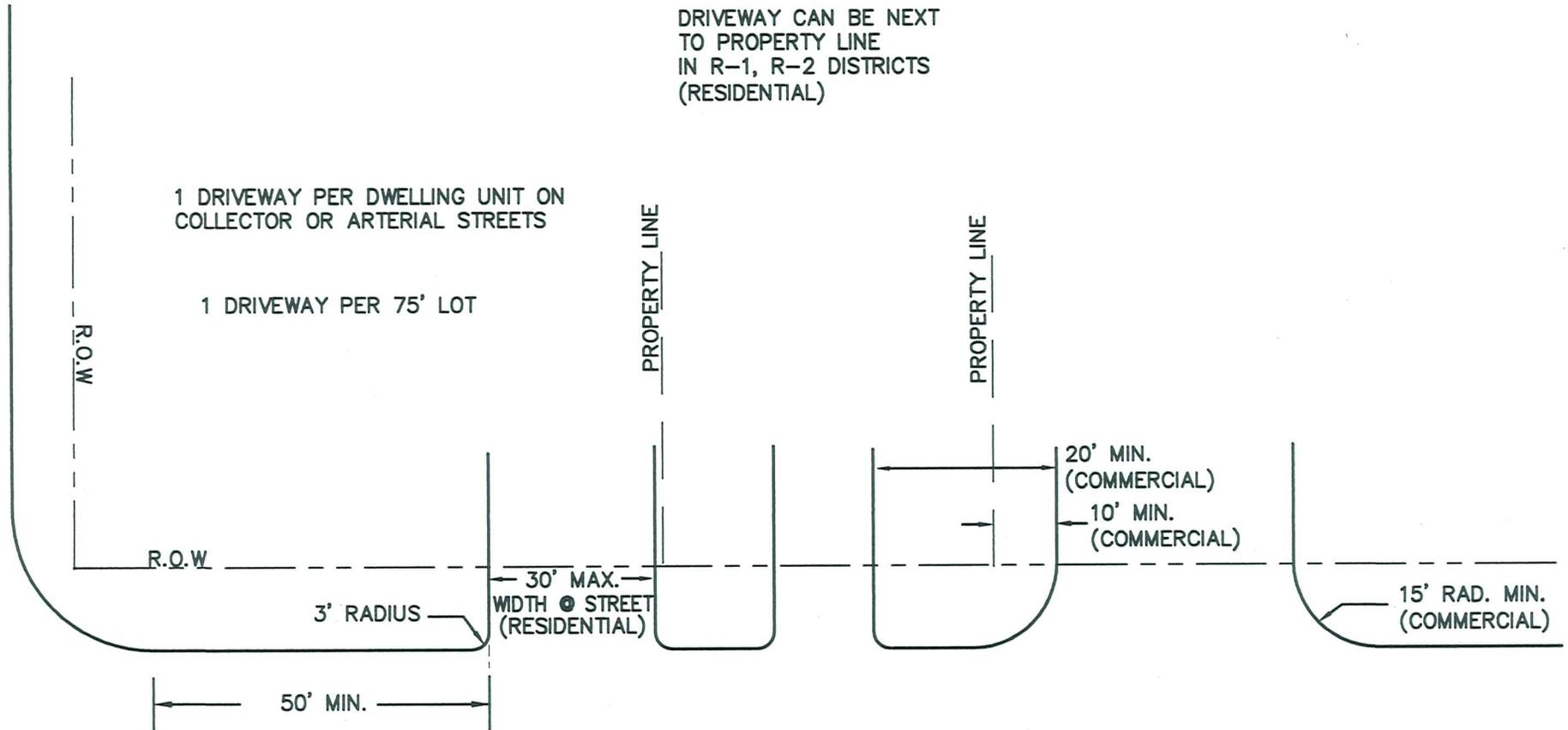
Attachments: Standard Plate 400, Standard Plate 405, Standard Plate 500, Sections 24-129 through 24-133 of the Edina City Code, Property Line Detail

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### ENGINEERING DEPARTMENT

7450 Metro Boulevard • Edina, Minnesota 55439  
www.EdinaMN.gov • 952-826-0371 • Fax 952-826-0392

# MINIMUM DISTANCE TO PROPERTY LINES



DRIVEWAY CAN BE NEXT TO PROPERTY LINE IN R-1, R-2 DISTRICTS (RESIDENTIAL)

1 DRIVEWAY PER DWELLING UNIT ON COLLECTOR OR ARTERIAL STREETS

1 DRIVEWAY PER 75' LOT

R.O.W

PROPERTY LINE

PROPERTY LINE

R.O.W

3' RADIUS

30' MAX. WIDTH @ STREET (RESIDENTIAL)

20' MIN. (COMMERCIAL)

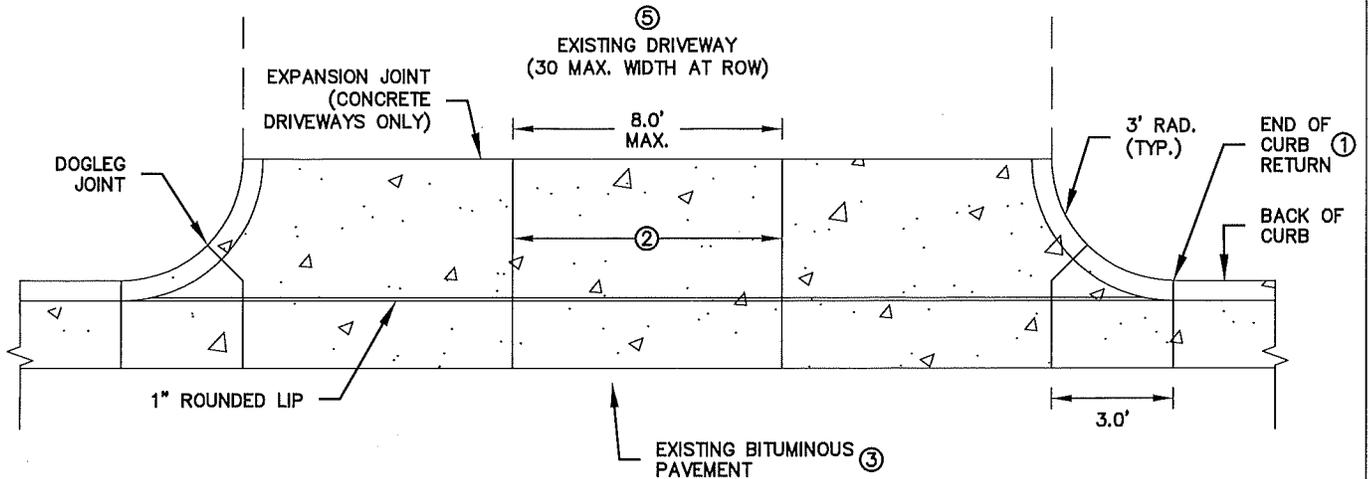
10' MIN. (COMMERCIAL)

15' RAD. MIN. (COMMERCIAL)

50' MIN.

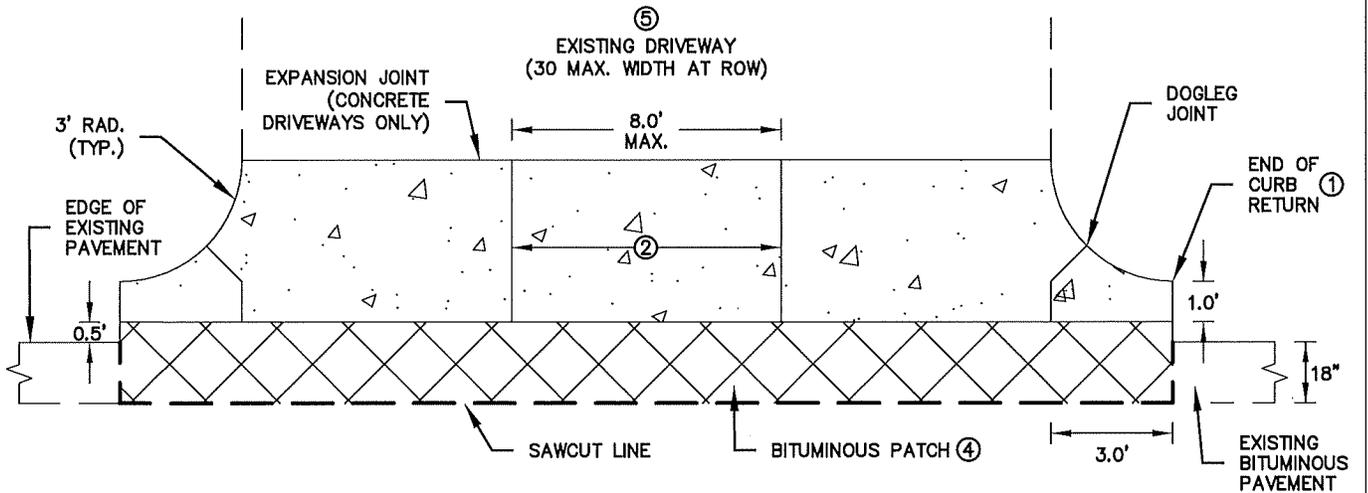
- APRON MUST BE CONCRETE UNLESS STREET IS BITUMINOUS WITH NO CONCRETE CURB

### CURB AND GUTTER



\*NOT TO SCALE\*

### NO CURB AND GUTTER



\*NOT TO SCALE\*

**NOTES:**

CONCRETE APRON SHALL BE 6" THICK WITH 6" AGGREGATE BASE CLASS 5.

- ① 50' MINIMUM BETWEEN END OF CURB RETURN AND INTERSECTION RETURN.
- ② FORM JOINTS AS NEEDED TO PRODUCE APPROXIMATELY SQUARE, SYMMETRIC PANELS (MAX. AREA 64 SF). JOINTS SHALL BE TROWELED AND MATCH EXISTING DRIVEWAY PATTERN WHERE FEASIBLE.
- ③ CONTRACTOR SHALL PROTECT EXISTING BITUMINOUS WHERE FEASIBLE. IF EXISTING BITUMINOUS IS DAMAGED, ENGINEER SHALL PROVIDE GUIDANCE ON EXTENTS OF STREET PATCH REQUIRED.
- ④ CONTRACTOR SHALL SAWCUT 18" STRIP OF STREET SECTION ADJACENT TO NEW APRON AND PATCH WITH TYPE SP9.5 WEARING COURSE MIXTURE (SPWEA340B), PLACED IN MULTIPLE LIFTS (2" MAX.), MATCHING EXISTING PAVEMENT THICKNESS.
- ⑤ RESTORATION OF DRIVEWAY SHALL MATCH EXISTING THICKNESS (6" MIN. FOR CONCRETE; 4" MIN. FOR BITUMINOUS, PLACED IN TWO 2" LIFTS).



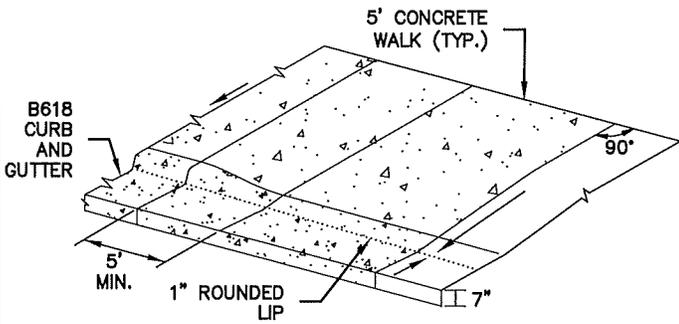
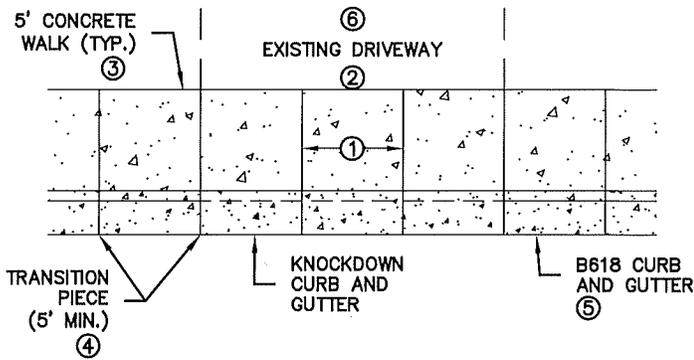
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ENGINEERING  
& PUBLIC  
WORKS  
DEPTS.**

## RESIDENTIAL DRIVEWAY APRONS

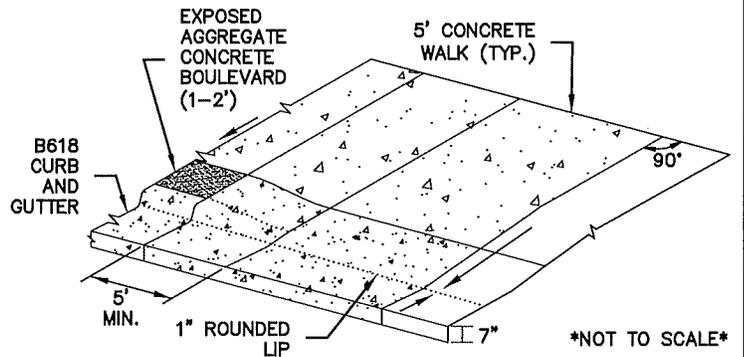
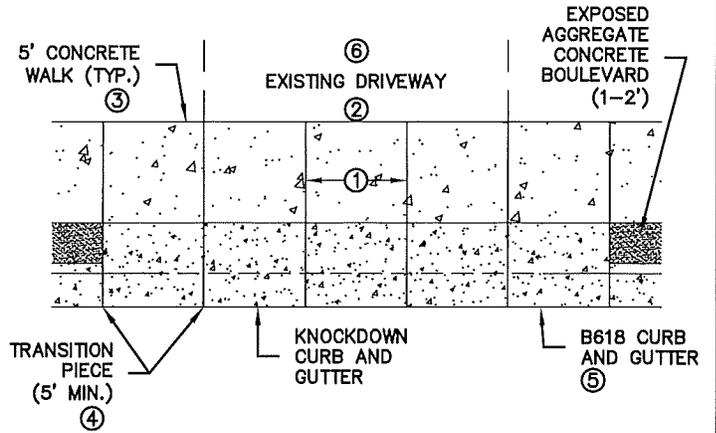
*Chad A. M...*  
APPROVED: CITY ENGINEER

REVISED:  
1-17  
STANDARD  
PLATE  
400

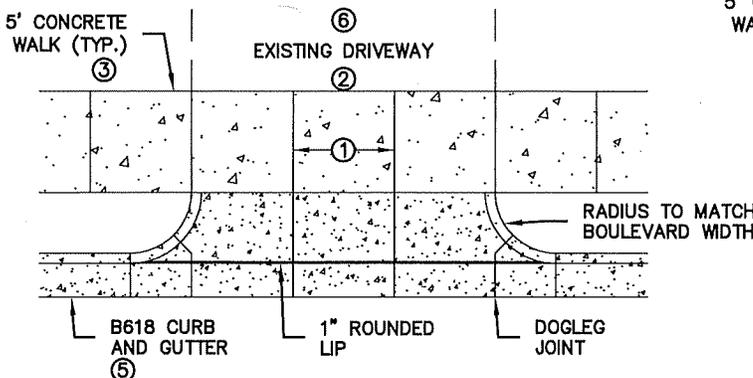
**NO BOULEVARD**



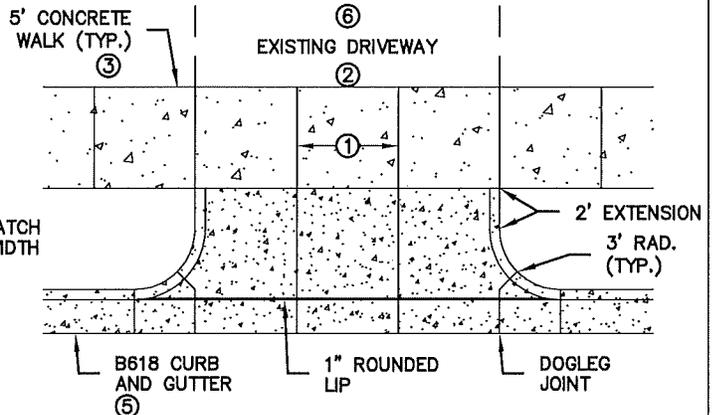
**1-2' BOULEVARD**



**3-4' BOULEVARD**



**5' BOULEVARD**



**NOTES:**

CONCRETE APRON SHALL BE 6" THICK WITH 6" AGGREGATE BASE CLASS 5.

\*NOT TO SCALE\*

- ① FORM JOINTS AS NEEDED TO PRODUCE APPROXIMATELY SQUARE, SYMMETRIC PANELS (MAX. AREA 64 SF). JOINTS SHALL BE TROWELED AND MATCH SIDEWALK PATTERN WHERE FEASIBLE.
- ② 1/2" EXPANSION JOINT, PREFORMED JOINT FILLER MATERIAL PER AASHTO M 213 (REQUIRED WHEN TWO CONCRETE AREAS ARE POURED SEPARATELY).
- ③ CONCRETE WALK THROUGH DRIVEWAY AND FIRST PANEL ON EITHER SIDE SHALL BE 6" THICK. CONCRETE WALK SHALL CONFORM TO EDINA STANDARD PLATE 420.
- ④ LONGITUDINAL SLOPE OF SIDEWALK THROUGH TRANSITION PIECE SHALL NOT EXCEED 1"/1' (8.33%).
- ⑤ CONCRETE CURB SHALL CONFORM TO EDINA STANDARD PLATE 500.
- ⑥ RESTORATION OF EXISTING DRIVEWAYS SHALL MATCH EXISTING THICKNESS (6" MIN. FOR CONCRETE; 4" MIN. FOR BITUMINOUS, PLACED IN TWO 2" LIFTS). 30' MAX. DRIVEWAY WIDTH AT ROW.



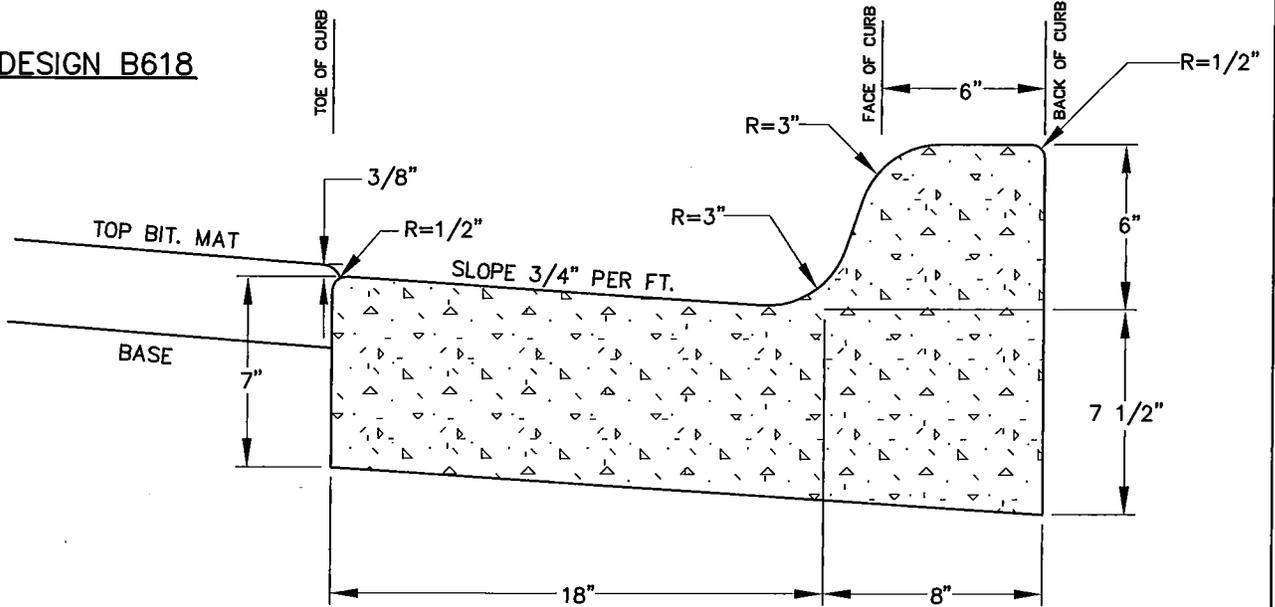
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**RESIDENTIAL DRIVEWAY APRONS  
WITH CONCRETE WALK**

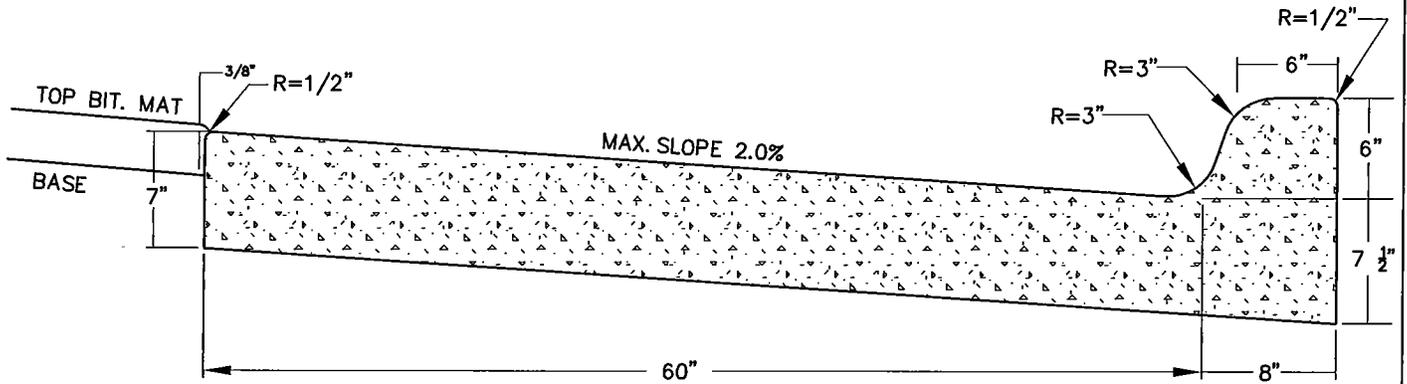
*Chad A. Miller*  
APPROVED: CITY ENGINEER

REVISED:  
1-17  
STANDARD  
PLATE  
405

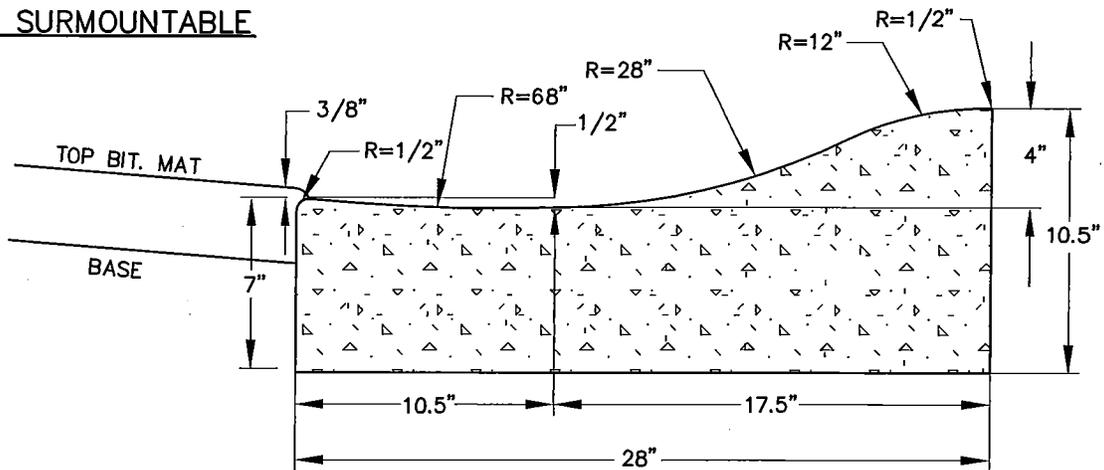
**DESIGN B618**



**DESIGN B660**



**DESIGN SURMOUNTABLE**



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**CONCRETE CURB & GUTTER**

*Chad A. [Signature]*  
APPROVED: CITY ENGINEER

REVISED:  
01-16

STANDARD  
PLATE  
500

## DIVISION 2. - ROADWAY ACCESS

## Sec. 24-129. - Permit required.

No person shall construct, reconstruct or extend a private driveway, private street or lane to intersect with a public street under the control of the city without first obtaining a permit therefor from the city. The application for a permit shall be submitted to the city engineer on forms provided by the engineer. The engineer may require that the application be accompanied by plans and specifications for the work. The application shall be accompanied by the fee as set forth in section 2-724.

(Code 1992, § 1205.01)

## Sec. 24-130. - Standards and guidelines.

No permit shall be issued unless the proposed work complies with the following standards and guidelines:

- (1) *Materials*. That portion of the private driveway, private street or lane which traverses the public street right-of-way shall be constructed of materials as follows, if the private driveway, street or lane intersects:
  - a. A concrete street or a concrete curb and gutter, then the apron and new gutter shall be concrete.
  - b. A bituminous roadway without concrete curb and gutter, the intersecting area may be concrete, bituminous or other materials approved by the engineer.
- (2) *Maximum width*. The maximum driveway width at the curb line of the street shall be 30 feet exclusive of returns.
- (3) *Minimum distance to street intersection*. The minimum distance between the driveway and the nearest return of the intersection of two streets shall be 50 feet, as measured at the curb line of the street.
- (4) *Minimum distance between driveways*. Except in the R-1 and R-2 districts, as defined by chapter 36, the minimum distance between adjoining driveways shall be 20 feet, as measured at the curb line of the street.
- (5) *Minimum distance between driveway and lot line*. Except in the R-1 and R-2 districts, as defined by chapter 36, the minimum distance between a driveway and a side lot line shall be ten feet, as measured at the curb line of the street.
- (6) *Maximum number*. On lots less than 75 feet in width, no more than one driveway per lot shall intersect a street.
- (7)

*Curb cuts on collector streets.* The number of driveways intersecting a street designated as a collector or arterial by the comprehensive plan shall be limited to those driveways essential for adequate access. When properties adjoin more than one street, driveways shall be restricted, if possible, to the street with a lower volume of traffic. The following additional restrictions apply to lots in the R-1 district and R-2 district:

- a. On interior lots, as defined in chapter 36, no more than one driveway per dwelling unit shall intersect a street designated by the comprehensive plan as a collector or arterial.
- b. On corner lots or through lots, as defined in chapter 36, no driveway shall intersect with a street designated by the comprehensive plan as a collector or arterial.

If all streets adjoining the lot are designated as collector or arterial, driveways shall be limited to the street with the lowest volume of traffic.

- (8) *Other standards.* The engineer may adopt additional standards as to the design, materials and installation of driveways to be located on the right-of-way of streets.
- (9) *Exceptions.* The engineer may grant exceptions to the standards and guidelines of this section in order to allow reasonable access to property, provided that such exceptions do not result in conditions hazardous to vehicular and pedestrian traffic.

(Code 1992, § 1205.02)

#### Sec. 24-131. - Issuance of permit.

The city engineer shall grant a permit upon finding the work will comply with the requirements of this chapter.

(Code 1992, § 1205.03)

#### Sec. 24-132. - Diligence in performing work.

The provision of section 24-52 shall apply to the installation of driveways pursuant to this chapter.

(Code 1992, § 1205.04)

#### Sec. 24-133. - Final inspection.

After all construction and clean-up has been completed, the permit holder shall notify the engineer and request final inspection and acceptance of the work.

(Code 1992, § 1205.05)