

PARISH OF ASCENSION
OFFICE OF PLANNING AND DEVELOPMENT
BUILDING DEPARTMENT



Kenny Matassa
Parish President

COMMERCIAL DRIVEWAY CHECKLIST

The plans must include the following information:

- 1) Width of proposed driveway
 - a. Minimum width is 24 foot and Maximum width is 35 foot
 - b. One-way driveways are to be 16 feet wide
 - c. Driveways are to be 90 degrees to the road way
 - d. Driveways are to slope down away from the roadway.

- 2) Size of each radius on all proposed driveways
 - a. Minimum 30foot radii outside and 10 foot inside minimum (unless specifically approved) Standard LADOTD One Way (R6-2) signs must be used. 4 signs per driveway

- 3) Information on drainage pipe to be used (type, size and length)
 - a. Reinforced concrete pipe is required.
 - b. Minimum pipe size is 18" diameter
 - c. Pipe length should be calculated for a 4:1 slope to invert of pipe at pipe ends.
 - d. No head walls over pipe ends.

- 4) Curb removal. Curb is to be replaced with driveway curb (unless specially approved).

- 5) Distance from proposed driveway to a State Highway.

- 6) Distance from property line to the proposed driveway.

- 7) Existing driveway with the distance between the existing driveway radii and proposed driveway radii.

- 8) Radii must start 5 foot off property line. If not, then a letter of "No Objection" must be signed by neighboring property owners and submitted with application.

- 9) Radii are to be a minimum of 10 feet off another driveway/road radii and/or 25 feet off property line adjoining existing roads.

- 10) Shoulder, all travel lanes, turn lanes and any roads/driveway s in the vicinity with all dimensions.

- 11) Striping details with all dimensions.

- 12) The North Arrow, P/L (property line) and R/W (State right-of-way) must be on sketch.

- 13) Either U.S. or LA is used to distinguish State Road and Parish Road.

- 14) Final grade for site and driveways

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15) Topography and proposed site drainage plans to be included on separate sheets. Plans should show run-off before and after development. Plans should also include a profile view of each driveway.

- ✓ Permit Application is to be signed in ink by the property owner or his designated agent.
- ✓ All information on the application is to be legible.
- ✓ Four (4) copies of plans showing how and where the driveway will be located within the property. (Plans cannot be larger than 24" x 36")
- ✓ After the permit and sketch is received the District Permit Specialist will visit the site to determine pipe size and verify all information. Driveway must be MARKED to insure correct location.
- ✓ No deposit required.
- ✓ When the driveway is completed (as permitted), notify the District Permit Specialist so driveway can be inspected and released.

Approval of the permit takes approximately 3 to 6 weeks if the application is filled out correctly and plans have all information required. Unusual circumstances may require longer.

The permit application must be approved before the work can be started and the owner's copy of the approved permit is to be available at the site.

If you have any questions, call Mr. Mike Procell, District Permit Specialist, at (225) 231-4130. Office hours are from 7:00 a.m. to 3:30 p.m.

Mail Application to:

Louisiana Department of Transportation and Development District 61 Permit Office P.O Box 831 Baton Rouge, LA 70821