



**DRIVEWAY PERMIT APPLICATION**  
**CITY of CAPE GIRARDEAU**

DEVELOPMENT SERVICES DEPARTMENT, 401 INDEPENDENCE ST, CAPE GIRARDEAU, MO 63703 (573) 339-6327

**Project Information**

**INDUSTRIAL**

**COMMERCIAL**

**RESIDENTIAL**

**Project Title**

**Property Address/Location**

**Project Description**

Driveway Width	Driveway Radius	Driveway Slope	Driveway Cost
Distance to Intersection or Property Line at ROW		Distance to Property Line at ROW	
<b>Property Owner</b>	Address	City, State, Zip	
Telephone	Fax	Email	
<b>Contractor's Name</b>		<b>Design Professional of Record's Name</b>	
Contractor's Business Name		Design Professional's Business Name	
Mailing Address		Mailing Address	
City, State, Zip		City, State, Zip	
Telephone	Email/Fax	Telephone	Email/Fax

**CERTIFICATION**

I CERTIFY THAT I AM THE OWNER IN FEE OR AGENT AUTHORIZED TO APPLY FOR THIS DRIVEWAY PERMIT. I UNDERSTAND THAT THE SUBMITTAL OF INCOMPLETE PLANS OR FAILURE TO COMPLETE THIS APPLICATION IN ITS ENTIRETY MAY RESULT IN THE DELAY OF PLAN REVIEW AND PERMIT APPROVAL. I HAVE READ THE APPLICATION AND INFORMATION SHEET AND I FULLY COMPREHEND THE INFORMATION I AM REQUIRED TO SUBMIT FOR PLAN REVIEW.

\_\_\_\_\_  
 Owner/Agent Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Owner/Agent Printed Name

**OFFICE USE ONLY**

Date Received \_\_\_\_\_ Munis App # \_\_\_\_\_

**ALT2012-**\_\_\_\_\_

**CITY OF CAPE GIRARDEAU  
DRIVEWAY PERMIT APPLICATION  
INFORMATION SHEET**

Submit the following items to the Development Services Department for review:

1. A completed permit application form.
2. Two site plans meeting Driveway Standard (City of Cape Girardeau 25-912 and Engineering Standard Specifications and Drawings).

The site plan should include, but is not limited to, the following list of items:

1. The site plan shall be drawn in accordance with an accurate boundary line survey.
2. Drawn to scale with the scale indicated on the plans.
3. A North arrow.
4. Show the building setbacks and locations of all easements.
5. The location of all existing structures on the lot.
6. The location and size of existing and proposed public utilities and private services including electric, gas, sanitary and storm sewer, and water.
7. The street name(s) and location(s).
8. Driveways and ADA required driveway dimensions.
9. Parking layout.

All driveway and excavation permits for State Highways, i.e. Routes K and W, Highways 61, 177 and 74, shall be obtained from the Missouri Department of Transportation: (573) 472-5389.

Submittals are subject to a minimum five (5) business days review process. Plan Review will not begin before the completed permit application form is submitted.