



CITY OF HARLINGEN BUILDING INSPECTIONS DIVISION
DRIVEWAY / CURB CUT PERMIT APPLICATION AND SUBMITTAL CHECKLIST

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address _____ Zoning Designation _____
Subdivision Name _____ Block _____ Lot _____
Description of Proposed Work _____
(New curb cut and approach; replace existing)
Square Footage _____ Dimensions _____
Is the project within the Downtown Overlay District? _____

OWNER/CONTRACTOR INFORMATION: (Please PRINT or TYPE)

General Contractor _____ Phone _____ FAX _____
Email Address (for project correspondence only): _____
Contact Name _____
Property Owner _____ Phone _____

Estimated Project Cost: \$ _____

SUBMITTAL CHECKLIST

Please submit the following items along with the completed application above. The project cannot be reviewed for compliance unless all applicable items have been submitted and are complete. Incomplete and/or partial submittals will not be accepted. *Homeowner Permit will require proof of residence & ownership *(example: current utility bill & property tax statement)

Complete:

- Application for driveway and curb cut permit (see above).
Site plan with dimensions showing: (1) all existing and proposed driveways, the distances between each, and the distances to all property lines.
Site plan provided on the back side
A \$30 re-inspection fee is due prior to any re-inspection being conducted.
Alterations, changes, and/or deviations from any plans submitted to and approved by the City shall be re-submitted to and approved by the City prior to the commencement of any such work.
Construction work (including sub-trades) requiring City permits that is initiated without such permits shall be subject to a permit fee twice the normal permit fee and the possibility of citations to the municipal court and/or the revocation of his/her City registration.

I attest the foregoing is a true and correct description of the improvement proposed and that I will have full authority over the construction of the same. I also hereby warrant that I am the legal owner of the property or that I am acting as a legal agent of the property owner.

Authorized Agent/Owner _____ Date _____

ALLEY

SETBACKS AS PER
LOCAL ORDINANCES

MAIN
STRUCTURE

PROPERTY
LINE

CURB

STREET