APPLICATION AND INSTRUCTIONS FOR OVERWIDE DRIVEWAY (OVER 30' WIDE) PERMIT

LOCATION: _____ _____ _____ _____
Address Zip Block No. Lot No.

PROPERTY OWNER(S) OF RECORD-FULL NAME(S), AS RECORDED:

Name: _____

Address_____

Phone: _____

APPLICANT, OTHER THAN OWNER: Agent of Owner ☐ Lessee ☐

Name: _____

Address: _____

Phone: _____

☐ SF Business Certificate_____ ☐ Driver's License_____

DESCRIPTION AND PURPOSE:

_____

_____

_____

ARCHITECT/ENGINEER OR CONTRACTOR:

Name: _____ Phone: _____

_____ Date: _____
Signature(s) of Owner(s) of Record or
Authorized Agent of Owner(s) of Record

☐ State License _____

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Customer Service **Teamwork** **Continuous Improvement**

INSTRUCTIONS FOR OBTAINING AN OVERWIDE DRIVEWAY PERMIT

Enclose four (4) copies of a completely dimensioned site plan showing the subject property and any immediately adjacent lot. Show the sidewalk fronting these properties, any existing driveways and the location(s) of the proposed driveway(s).

Enclose a payment for investigation and inspection (See Fee Schedule). Fees are payable by cash, checks, or VISA/MC to DPW for investigation and inspection.

Submit the application and fee to:

Department of Public Works
Bureau of Street-Use and Mapping
1155 Market Street, 3rd Floor
San Francisco, CA 94103

Once the Department of Public Works approves the permit, the applicant is responsible for having it notarized and recorded and for all fees associated with that process. Notary Public Services and the Recorder's Office are located on the ground floor of City Hall, Room 190. The Department of Public Works does not finalize the permit until the applicant returns the recorded copy of the permit to the Bureau of Street-Use and Mapping.

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