



DRIVEWAY APPLICATION

Town of Coopertown
2525 Burgess Gower Road
Springfield, TN 37172
(615) 382-4470, ext. 215

Application date: _____
Owner Name(s): _____ City/Zip: _____
Driveway Address or Map/Parcel No.: _____ Map: _____ Parcel: _____
Phone#: _____ Email: _____

Applicant Name (if different from Owner): _____
Contractor Name: _____
Address: _____ City/Zip: _____
Phone#: _____ Email: _____

Driveway Permit Fee: \$ 50.00 Permanent \$25.00 Temporary (up to 12 months)
Civil Engineer Fee (When Necessary): At Cost + 5% Administrative Fees

Inspector Check List – Driveway & Culvert Specifications

- 1. Width of road at entrance (access for fire engine): _____
- 2. Road Frontage (50 ft. Min.): _____
- 3. Residential Ingress-Egress Easement (30 feet Min.): _____
- 4. Residential Bituminous Drive (12x20 feet Min.) _____
- 5. Culvert setback from center of road or in-line with ditch: _____
- 6. Location from property line (5 ft. Min.): _____
- 7. Sight distance (50 ft. Min. on Local Access Rds): _____

CULVERTS MUST BE COMPOSED OF REINFORCED CONCRETE PIPE

- 8. Culvert diameter (15 inch Min.): _____
- 9. Culvert length (25 feet Min.): _____
- 10. Concrete reinforced headwalls required on both ends: _____
- 11. Drive entrance slope 8% (max) for first 32 feet from center of road: _____
***See Note Below**
- 12. Location of nearest fire plug: _____
- 13. Driveway intersect angle with public way 75-90 degrees. **** See Note Below:** _____

NOTES: * If greater than 8% grade, site must be approved by the Town Engineer.
** If greater or less than 75 – 90 degrees, site must be approved by Town Engineer.

Note: Section 4-113.305 – Only Class 3 Reinforced Concrete culverts or HDPE N-12 Dual Walls pipe allowed.

*****FOR OFFICE USE ONLY*****
Inspector: _____ Inspection Date: _____
Person Present for Inspection: _____ Signature: _____
Permit No.: _____ Date Issued: _____

COOPERTOWN DRIVEWAY SPECS

See Coopertown Subdivision Regulations Article IV, **Section 4-102.1104 Driveway Standards** for driveway specifications. If you plan to hire a contractor, be sure to share a copy of this document with him. We have included the section in these regulations at the end of items 1 – 9 below.

You can find these regulations at www.coopertowntn.org or you can call and we'll email you a copy.

The section regarding driveways is lengthy so we've compiled a list of the most notable items that you and your contractor need to be aware of:

1. Must have a minimum separation distance of 22 feet between driveways (See #1., item (d))
2. Driveways must have a paved width (asphalt or concrete) of at least 12' for the first 20', starting at the edge of Old Coopertown Road (See #2. Paving item (b)).
3. Travel width should be wide enough to allow for cars to pass or pull to the side, and accommodate emergency vehicles (i.e. fire engine) (See #3)
4. Flares are required on all residential driveways (see #7 Curves and Turning Radii, (b) Residential (1))
5. Culverts must be made of Class III reinforced concrete ***OR*** HDPE-N12 Dual Wall corrugated smooth wall (high density polyethylene pipe) (See #10)
6. Concrete headwalls shall be constructed on either side of the culvert (#10)
7. Edge of driveway shall be a minimum of 5 feet off the property line (#15)
8. Driveway must intersect Road at an angle of 75 to 90-degrees (#19)
9. House number to be posted at road so its visible from both sides (#11)

NOTE: The driveway will need to be completed prior to a Certificate of Occupancy being granted to move into your new house.