

Permit Number



APPLICATION

DRIVE APPROACH PERMIT

Requirements

Your application **will not be accepted** if any of the below items are missing or incomplete. Incomplete applications will be returned and any paid fees are nonrefundable. Applications are processed within ten business days. To check the status of a permit, please email permits@cityofkennedale.com and include the property address and permit type.

- Contractor registered with Kennedale – Check registration status by emailing permits@cityofkennedale.com
- Dimensioned site plan
- Completed, **legible**, and signed application form

Applicant Information *(Serves as primary contact for this permit)*

Applicant Name: _____

Applicant Phone: _____ Applicant Email: _____

Property Owner Information

Owner Name: _____

Owner Phone: _____ Owner Email: _____

Project Information

Property Address: _____

- Residential
- Commercial

Approach Width: _____ Number of Approaches (minimum 10 feet apart): _____

Scope of Work: _____

Contractor Information

Contractor: _____

Contractor Phone: _____ Contractor Email: _____

Applicant Agreement

By signing below, I acknowledge that I have read and completed all applicable requirements. I understand that if I have submitted an incomplete or false application, my application may be rejected and that the fee is nonrefundable.

Signature of Applicant: _____ Date: _____

For Office Use Only		
Completeness Check		
Application form completely filled and signed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Contractor registered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fee paid?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sign _____	Date _____	

Please submit to permits@cityofkennedale.com with supporting documents if applicable.