



POLICY MEMORANDUM

DATE: April 17, 2006

TO: Distribution

FROM: Steve W. May, Director of Public Works / City Engineer 

SUBJECT: Construction Standard for Driveway Cuts within Existing Curb or Curb and Gutter

Within areas of existing curb, or curb and gutter, new driveway cuts shall be made by one of the methods below:

1. Saw-cut existing curb. This method may only be used where the existing curb, or curb and gutter, are in good condition and not broken or significantly cracked. This method can only be used upon inspection and approval by the City's inspector. The finished surface shall be roughened by sand-blasting or etching to provide a suitable coefficient of friction. All sharp edges shall be ground to provide a minimum 3/8" chamfer or radius.
2. Saw-cut and remove existing curb, or curb and gutter, from top of X to top of X, and replace with new concrete curb, or curb and gutter. Asphalt pavement, where existing, shall be saw cut and removed to at least 12" from the edge of the new gutter. The asphalt pavement shall be repaired by one of the following means:
 - a. Full depth, 1/2" hot mix asphalt, placed no sooner than 48 hours after placement of new curb and gutter.
 - b. Match existing section of asphalt on aggregate base, with a minimum of 3" asphalt.
 - c. Any other means approved by the City Engineer.

Distribution: Building Official, Public Works Office Staff

SWM:swm