

**CITY OF SOUTH PORTLAND –  
PERMIT APPLICATION FOR CURB CUT, DRIVEWAY ENTRANCE, DRIVEWAY WIDENING**

**FEE (NON-REFUNDABLE) PER EACH CUT, ENTRANCE OR WIDENING - \$20.00 - PAID \_\_\_\_\_**

Application #201 \_\_\_\_\_ PERMIT # 201 \_\_\_\_\_

Application Date: \_\_\_\_\_ Date Permit Issued: \_\_\_\_\_

Property Address where Curb Cut is proposed \_\_\_\_\_

Number of Curb Cuts existing on this lot \_\_\_\_\_ Width of Proposed Curb Cut \_\_\_\_\_

Distance and direction from proposed Curb Cut to nearest point of closest intersection with a public way \_\_\_\_\_

Anticipated Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

Residential Use \_\_\_\_\_ Non-Residential Use \_\_\_\_\_

**Please provide a survey or plot plan of property indicating locations and sizes of existing Curb Cuts and proposed Curb Cut. Show location of all adjacent public ways, and distance and direction from proposed Curb Cut to nearest point of the intersection closest to the proposed Curb Cut.**

Property Owner/Mailing Address/Phone (day) \_\_\_\_\_

Contractor/Mailing Address/Phone (day) \_\_\_\_\_

Project Contact/Phone(s) \_\_\_\_\_

Contact with DIG SAFE is required prior to issuance of this permit:

Agency	Phone	Name of Contact	Date
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Dig Safe	888-344-7233		
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**DIG SAFE NUMBER & ISSUE DATE** \_\_\_\_\_

**Exerpts from South Portland Code of Ordinances, Chapter 23, Article III, ENTRANCES TO PUBLIC WAYS:**

Section 23-35. No person shall construct or maintain any entrance or exit driveways or curb cuts from private property to any public way in the city without first having secured a permit to do so....

Section 23-38. No person shall be granted permits for more than two (2) driveways or curb cuts to serve any single use....

**Inspection is required prior to issuance of permit. Please mark the location and width of the proposed Curb Cut with paint or flags.**

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE APPLICATION SUBMITTED

INSPECTED BY \_\_\_\_\_ DATE \_\_\_\_\_ APPLICANT NOTIFIED \_\_\_\_\_

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

DENIED \_\_\_\_\_ DATE \_\_\_\_\_

**Department of Planning and Development**

Street Address: 62 E St., South Portland, ME 04106 Phone # 207-767-7603. Fax # 207-767-2197  
Mailing Address: Planning & Development, City of South Portland, PO Box 9422, South Portland, ME 04116-9422