



CITY OF NAPERVILLE

Transportation, Engineering, & Development (T.E.D.) Business Group

APPLICATION INFORMATION: RESIDENTIAL DRIVEWAYS

APPLICATION REQUIREMENTS

The following items must be submitted when applying for a driveway permit:

- A. A legal plat of survey clearly showing any new areas of pavement or changes to the size, shape or location of the existing driveway or walkways. The proposed improvements must be dimensioned along with distances to the adjacent property lines. A plat of survey is not required if the existing driveway is to be removed and replaced in the same location.
- B. If any decorative pavement such as brick, colored/stamped pavement, or exposed aggregate is to be used for the driveway apron, a “Right-of-Way Encroachment Agreement” must be submitted.

DESIGN GUIDELINES

The proposed improvements must adhere to the design guidelines contained herein. The guidelines are provided to aid the applicant in the development of the construction documents but do not supercede the applicable building codes, the city’s Municipal Code or any more restrictive homeowners association rules. These guidelines are applicable to single-family, duplex and townhome properties.

Driveway Width – Private Property

- The driveway must align with and be the full width of the garage door(s). The driveway may be widened on each side up to an additional two feet beyond the garage door opening to allow for better access to vehicles that are parked in the driveway.
- The maximum allowable driveway width may be maintained from the face of the garage to a distance 15 feet past the building setback line, at which point it must taper in a straight line to a width of no more than 20 feet measured at the property line.
- The driveway may not be located within any easements without permission.

Driveway Width – Public Right-of-Way

- A concrete public sidewalk must remain continuous across the driveway.
- The driveway apron is permitted to flare an additional two feet on either side as it approaches the roadway. The maximum width of the apron at the street is four feet wider than the width of the driveway at the property line, not to exceed 24 feet.

Auxillary Parking Space

- One additional uncovered parking space is permitted for single family detached homes subject to the following requirements:
 - ✓ The parking space may not be closer than five feet to any side property line.
 - ✓ The parking space may not be located within any easements without permission.
 - ✓ The parking space must be oriented parallel to and connected to the driveway.
 - ✓ The parking space may not exceed nine feet wide by 18 feet long.
 - ✓ The width of the parking space and the adjacent driveway may be maintained to a distance 15 feet past the building setback line, at which point it must taper in a straight line to a width of no more than 20 feet measured at the property line.
 - ✓ The parking space may be located along the side of the house as long as the above requirements are met.

Decorative Accents

- Bricks, paving stones or other contrasting materials may be placed adjacent to the driveway with a width not to exceed 24 inches on each side.
- The accent materials are not considered part of the driveway and are not used to calculate the allowable driveway widths. However, vehicle parking is not permitted on the accent materials.
- Decorative accents are considered landscaping and do not require a building permit. Any accents exceeding 24 inches would be considered a walkway or patio and would require a permit submittal and be subject to the zoning requirements for those types of improvements.
- Any decorative accent materials placed in the public right-of-way are done so at the risk of the owner. These materials may be disturbed by other entities working in the right-of-way from time to time.

Changes to Size, Shape or Location

Any new areas of pavement or changes to the size, shape or location of the existing driveway or walkways must be clearly shown and dimensioned on a copy of the legal Plat of Survey for the subject property. Existing accent materials adjacent to the driveway, such as pavers, are not considered part of the driveway.

Work in the Public Right-of-Way

The driveway apron, the public sidewalk and the curb and gutter are all located in the public right-of-way. If there is any work to be performed in the public right-of-way, please complete and submit a “Work in the Right-of-Way Worksheet”.

Please note that if the scope of the proposed work includes replacement of public sidewalk, you may be eligible for financial reimbursement from the city. In order to qualify, you will need to apply for the program and receive approval from Engineering Services prior to removing the sidewalk. Information on who can qualify and how to apply, please visit: www.naperville.il.us/sidewalkprogram.

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