



CITY OF HARLINGEN BUILDING INSPECTIONS DIVISION
DRIVEWAY / CURB CUT PERMIT APPLICATION AND SUBMITTAL CHECKLIST

PROPERTY INFORMATION: (Please PRINT or TYPE)

Project Address \_\_\_\_\_ Zoning Designation \_\_\_\_\_
Subdivision Name \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_
Description of Proposed Work \_\_\_\_\_
(New curb cut and approach; replace existing)
Square Footage \_\_\_\_\_ Dimensions \_\_\_\_\_
Is the project within the Downtown Overlay District? \_\_\_\_\_

OWNER/CONTRACTOR INFORMATION: (Please PRINT or TYPE)

General Contractor \_\_\_\_\_ Phone \_\_\_\_\_ FAX \_\_\_\_\_
Email Address (for project correspondence only): \_\_\_\_\_
Contact Name \_\_\_\_\_
Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Estimated Project Cost: \$ \_\_\_\_\_

SUBMITTAL CHECKLIST

Please submit the following items along with the completed application above. The project cannot be reviewed for compliance unless all applicable items have been submitted and are complete. Incomplete and/or partial submittals will not be accepted.

Complete:

- Application for driveway and curb cut permit (see above).
Site plan with dimensions showing: (1) all existing and proposed driveways, the distances between each, and the distances to all property lines.
Site plan provided on the back side
A \$30 re-inspection fee is due prior to any re-inspection being conducted.
Alterations, changes, and/or deviations from any plans submitted to and approved by the City shall be re-submitted to and approved by the City prior to the commencement of any such work.
Construction work (including sub-trades) requiring City permits that is initiated without such permits shall be subject to a permit fee twice the normal permit fee and the possibility of citations to the municipal court and/or the revocation of his/her City registration.

I attest the foregoing is a true and correct description of the improvement proposed and that I will have full authority over the construction of the same. I also hereby warrant that I am the legal owner of the property or that I am acting as a legal agent of the property owner.

Authorized Agent/Owner \_\_\_\_\_ Date \_\_\_\_\_

ALLEY

SETBACKS AS PER  
LOCAL ORDINANCES

MAIN  
STRUCTURE

PROPERTY  
LINE

CURB

STREET

