

## **Driveway Permit Frequently Asked Questions (FAQ)**

### **Q: What is a driveway permit?**

It is a document that is used by the North Carolina Department of Transportation (NCDOT) to document that any development submittal requesting access to the state's public highway system is designated, located and constructed to minimum State standards.

### **Q: Who needs to obtain a driveway permit?**

Anyone that plans to develop property, redevelop property through expansion, change the use, or alter the existing access must obtain a driveway permit to obtain or modify access to the State Highway System.

### **Q: Why is a driveway permit required?**

The public roadway system of the State of North Carolina is a vital asset to the safe, efficient movement of goods and services that promote and maintain a high quality of life for the State. Driveway/street connections are the leading cause of vehicle crashes, traffic congestion and impedance of traffic flow. Therefore, the traveling public has entrusted to the NCDOT the regulatory authority to assure that any driveway connection requested onto the public transportation system must be safe, efficient and minimize impedance to traffic flow.

### **Q: What does the driveway permit cover?**

Normally all aspects of traffic flow and safety are addressed through the driveway permitting process. This includes all design, drainage, traffic impacts, and motorist safety aspects of the specific access request.

### **Q: Is there a charge for obtaining a driveway permit?**

No fee is charged by NCDOT for applying for a driveway permit. Some charges may be incurred for such services as inspections, and traffic signal plan review. Policy On Street And Driveway Access to North Carolina Highways

### **Q: How do I obtain a driveway permit?**

You must contact a local NCDOT District Engineer's office to obtain the permit (a list of all NCDOT District Engineer's offices is located within this document).

You can also review the entire Driveway Manual (including the permit form) on the NCDOT web site at:

[http://www.doh.dot.state.nc.us/preconstruct/highway/dsn\\_srvc/value/manuals/pos.pdf](http://www.doh.dot.state.nc.us/preconstruct/highway/dsn_srvc/value/manuals/pos.pdf)

### **Q: With which government agency (ies) should I contact/coordinate my access request?**

First you should contact the local governmental authority that controls land use/development approvals (city, county, other) in the area you desire to request access. We also encourage you to contact the local NCDOT District Engineer's office during this initial step of requesting access. See "Location of Division and District Offices" in this manual for the NCDOT office nearest you.

**Q: How long will it take to get my driveway permit reviewed and approved?**

This may vary depending on the magnitude and complexity of your request. Typically for small or simple requests, the permit can be processed in four (4) weeks or less after your formal submittal to the local District Engineer's office. If your request is complicated or complex, it could take as much as eight (8) weeks or more. Therefore, it is critical to make initial contact with the local authorities and the local NCDOT District Engineer's office in the very early stages of any anticipated request to access your property.

**Q: When should I contact local/state authorities to request a driveway permit?**

This initial contact should take place in the early stages of any request to obtain access. Local and local state authorities can assist you by providing preliminary insight/information to you to help guide you through this process. Policy On Street And Driveway Access to North Carolina Highways.

**Q: Will I be required to make improvements to the public roadway serving my property?**

This may vary. If the transportation impacts of your request are determined to be insignificant, then little or no improvements to the adjacent public roadway will be required. If, however, the transportation impacts of your request are determined to be significant, then you can expect to be required to mitigate those impacts.

**Q: What types of developments meet the threshold of 3000 vehicles per day that would normally require a Traffic Impact Study?**

Typically, the following developments meet or exceed the 3000 vehicles per day threshold:

- 55,000 square feet retail
- 300 single family homes
- 250,000 square feet office
- 400,000 square feet
- 350 room hotel