



**APPLICATION FOR TEMPORARY USE OF A RIGHT OF WAY**

Department of Transportation  
Right of Way Permits Section  
200 Holliday Street, Room 6  
Baltimore, MD 21202



410-396-4508 • [row.permit.documents@baltimorecity.gov](mailto:row.permit.documents@baltimorecity.gov)

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**APPLICATION TO INSTALL A DRIVEWAY/CURB CUT**

Please complete your application and *return it in person to the above address or submit it electronically to [row.permit.documents@baltimorecity.gov](mailto:row.permit.documents@baltimorecity.gov)*. Applications are processed within 15 business days if approved. Fees for the Driveway Permit depend upon the amount of work that needs to be done and must be shown on a diagram provided by the applicant (see sample provided on page 2).

Driveways must be between 10 and 35 feet wide.

An example of an acceptable sketch is provided with this application. This application must include a detailed sketch showing:

1. Where the curb is to be removed and or installed.
2. Property boundaries.
3. Distance between the proposed driveway and the building line.
4. Closest existing driveway.
5. Name and location of the nearest intersecting street.
6. Street light poles, fire hydrants, and other utilizes located on the property.
7. Length and width of the driveway being installed, widened or relocated.

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**Please TYPE the information directly into this form and save.**

**Date Application Submitted:** \_\_\_\_\_ **Work Start Date:** \_\_\_\_\_ **Work End Date:** \_\_\_\_\_

Location of the driveway to be installed: \_\_\_\_\_

Property owner: \_\_\_\_\_ Phone No: \_\_\_\_\_

Property Owner Email: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone No: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contractor Email: \_\_\_\_\_

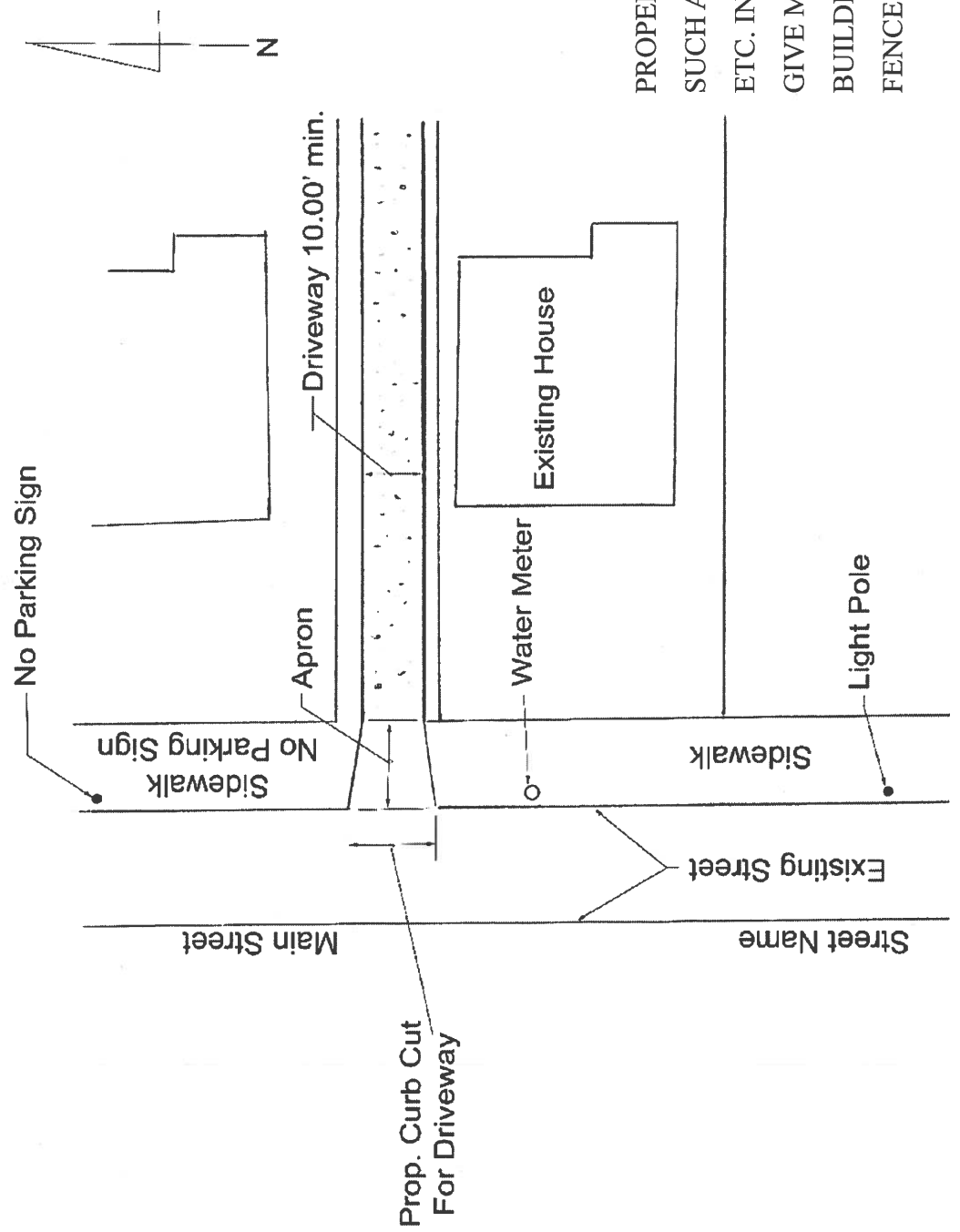
Total linear feet of curbing to be removed: \_\_\_\_\_

Total square feet of driveway apron and footway to be installed \_\_\_\_\_

Total liner feet of curbing to be installed (if applicable) \_\_\_\_\_

DEPENDANT UPON THE SIZE THE DRIVEWAY AND/OR FOOTWAY, AND THE AMOUNT OF CURB TO BE REMOVED:

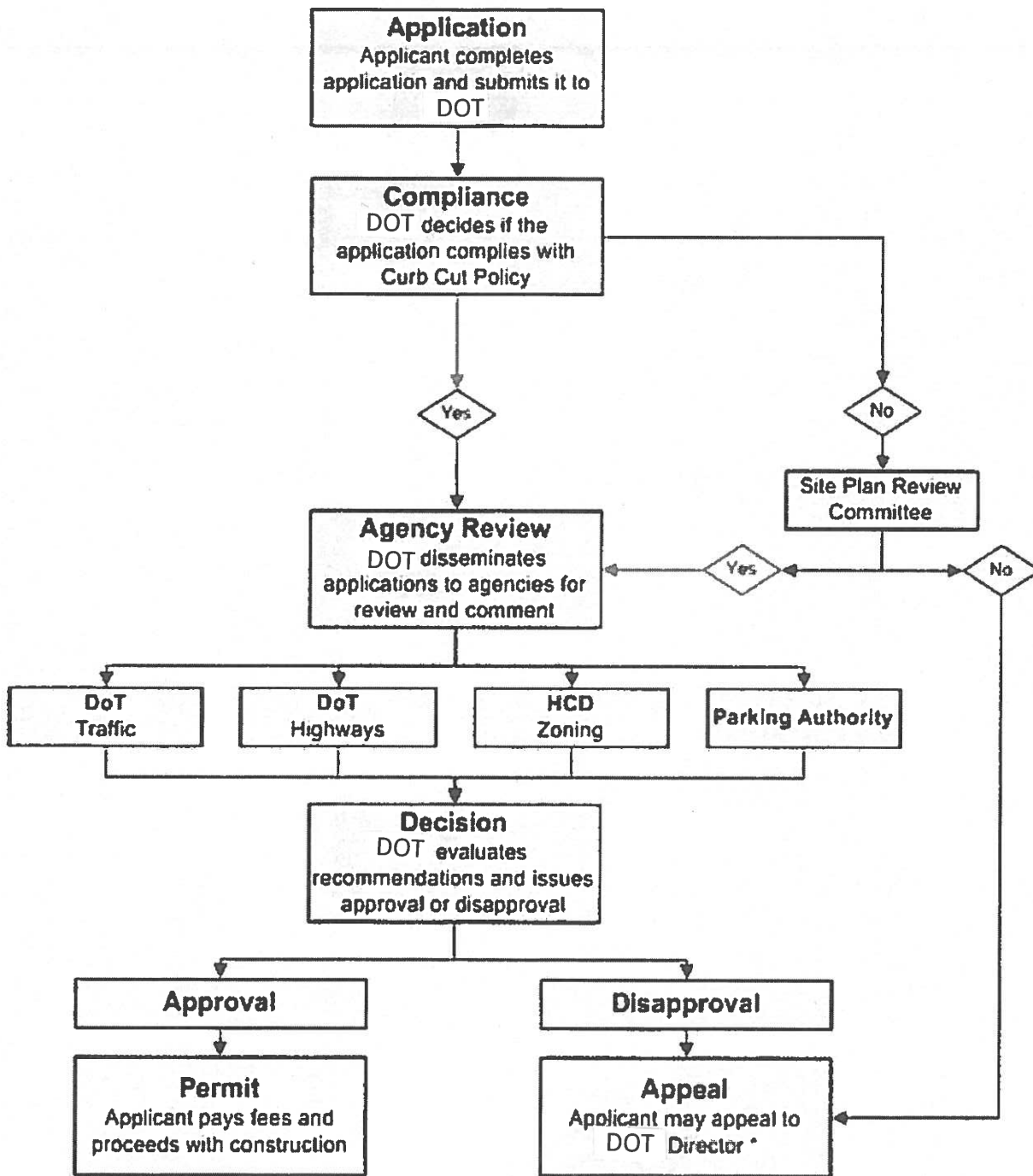
- 1.) \$ 15.00 per linear foot of curb to be removed;
- 2.) \$ 20.00 flat fee for installation of footway & driveway apron concrete cement.
- 3.) \$ 55.00 a week to block sidewalk
- 4.) \$ 65.00 a week to utilize the curb lane for the installation of driveway or driveway repairs.



**NOTE:**

PROPERTY OWNER MUST LOCATE UTILITIES SUCH AS LIGHT POLES, WATER METERS ETC. IN PROPOSED CONSTRUCTION AREA, GIVE MEASUREMENTS FROM EXISTING BUILDINGS, PROPERTY LINES AND OTHER FENCE LINES TO CONSTRUCTION.

# Curb Cut Permit Approval Flowchart



\* If appeal is approved, application must go back to Agency Review