

OFFICE OF CODE ENFORCEMENT & FIRE MARSHAL

BOROUGH OF BELLEVUE
537 Bayne Avenue Pittsburgh, PA 15202
Phone: (412) 766-7453
Fax: (412) 766-5930

PERMIT REQUIREMENTS – DRIVEWAYS

APPLICATION:

A completed Building Permit application shall be submitted along with a survey plan of the property.

SURVEY:

Survey plan of property needs to have the location of the driveway hand drawn on it indicating the driveway's dimensions. Dimensions of the property and nearby buildings should also be noted.

The minimum width of a driveway must be nine (9) feet, and the maximum width shall not exceed ten (10) feet. A center grass strip is permitted in the center non-driven portion of the driveway, but may not exceed two feet, 6 inches (2'6") in width.

A sidewalk intersected by a driveway shall be constructed of concrete which shall meet minimum specifications for concrete driveways.

All parking spaces and driveways must be paved with concrete, asphalt, paving stone or brick, pervious or permeable concrete or other approved hard surface. All other materials are prohibited. Specifically, the use of gravel and/or other loose materials for parking spaces and/or driveways is prohibited. All paving must be completed according to specifications approved by the Borough.

FEE:

There is a \$20 application fee along with a \$25.00 permit fee. Fees can be paid by credit card over the phone or by check. Checks should be made payable to Bellevue Borough. All fees must be paid prior to the permit being issued.

CERTIFICATE OF INSURANCE:

If using a builder, a Certificate of Insurance must be submitted from their insurance carrier verifying their coverage for workers' compensation. The builder's insurance carrier and policy number as well as Federal/State I.D. No. is also required for the application.

REVIEW PROCESS:

The Building Code Official (BCO) shall review the application, drawings, and survey to determine compliance with all building and zoning requirements. Upon satisfaction of the BCO that all requirements have been met, a permit will be issued, and the applicant notified. Please allow up to 10 days to complete the permit process.