

**PRIVATE IMPROVEMENT WITHIN PUBLIC RIGHT OF WAY PERMIT TO CONSTRUCT APPLICATION  
COMAL COUNTY, TEXAS**

Permit Number \_\_\_\_\_

PPI \_\_\_\_\_

**1. APPLICANT INFORMATION** (Please print or type)

Applicant Name \_\_\_\_\_ Email \_\_\_\_\_

Applicant Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone \_\_\_\_\_ Secondary Phone \_\_\_\_\_ Fax \_\_\_\_\_

Property Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

Property Owner's Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Application Processing Fee: \$25**

**2. LOCATION OF PROPERTY**

Subdivision \_\_\_\_\_ Unit \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Street Address \_\_\_\_\_ Site Zip Code \_\_\_\_\_

Survey Name \_\_\_\_\_ Abstract Number \_\_\_\_\_ Acreage \_\_\_\_\_

Property Tax Account Number \_\_\_\_\_

**3. DESCRIPTION** (Office Use Only)

Driveway  Landscaping  Other \_\_\_\_\_

Driveway Type:  Constant Slope  Valley  Circular Driveway  Yes  No  Pre-Engineered Driveway  Yes  No

**4. CULVERT INFORMATION** (Office Use Only)

Culvert Diameter \_\_\_\_\_ Culvert Length \_\_\_\_\_ Number of Culverts \_\_\_\_\_

Culvert Type:  Round  Arched  Dual Culverts  Type of Surface Material \_\_\_\_\_

ATTACH SITE PLAN OR SURVEY SHOWING THE PROPOSED WORK TO BE DONE IN PUBLIC RIGHT-OF-WAY FOR PRELIMINARY REVIEW, MORE DETAILED DRAWINGS MAY BE REQUIRED BEFORE A PERMIT CAN BE ISSUED.

All construction must be completed in accordance with the Title 4, Chapter 42 of Comal County's Subdivision Regulations.

The Applicant hereby acknowledges and agrees to be strictly bound to Commissioners' Court of Comal County in ensuring that all provisions, conditions and requirements attached to the issuance of the driveway permit(s) under the Title 4 of Comal County's Subdivision Regulations will be faithfully and fully complied with.

The permit applicant understands and agrees that the County Engineer, or his authorized agent, may make scheduled or unscheduled inspections of the property upon the issuance of the permit. The applicant acknowledges that the driveway construction must be inspected after it is finished. If the permit applicant is a corporation, partnership or other legal entity other than a natural person, then the undersigned acting as the authorized representative of said entity will be responsible for ensuring the entity's compliance with all provisions, conditions and requirements of the development and driveway permit.

**THE PERMIT APPLICANT IS RESPONSIBLE FOR ANY NECESSARY UTILITY LOCATIONS WITHIN THE CONSTRUCTION AREA AND MUST PROVIDE A CLEARLY MARKED ADDRESS AT THE PERMIT LOCATION PRIOR TO SCHEDULED INSPECTIONS.**

**COMAL COUNTY HEREBY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. THE ISSUANCE OF THIS PERMIT DOES NOT ABSOLVE THE APPLICANT FROM THE NEED TO OBTAIN ANY OTHER LAND RIGHTS OR PRIVATE, LOCAL, STATE OR FEDERAL PERMITS THAT MAY BE REQUIRED FOR THE PLACEMENT OF THE IMPROVEMENTS.**

In no way does Comal County's issuance of a permit, under this Title, constitute an endorsement or warranty of the Applicant or the quality of the Applicant, Applicant's officer, agent or employee's workmanship.

I, \_\_\_\_\_, the undersigned, have carefully reviewed this application and my answers to all questions. To the best of my knowledge, the answers are all true and correct.

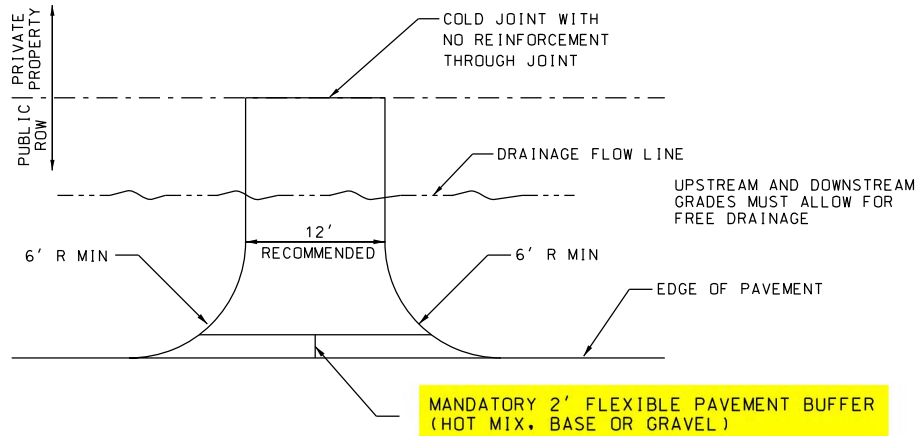
SIGNATURE of Applicant/Agent or Attorney \_\_\_\_\_ Date \_\_\_\_\_

Approved  See Attached Notice  Denied Reason(s) for Denial: \_\_\_\_\_

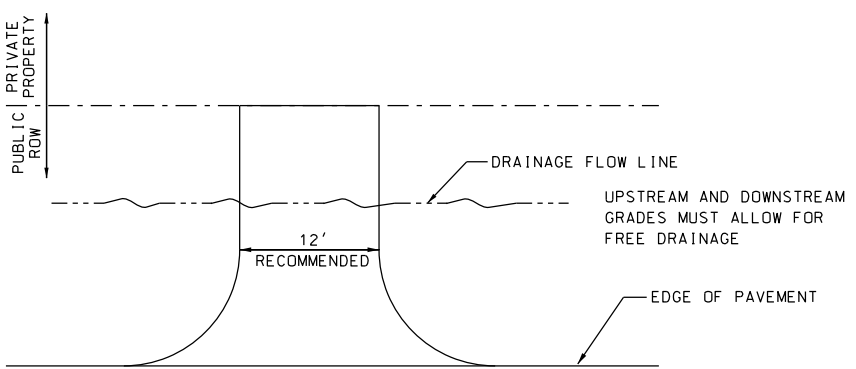
SIGNATURE of Authorized Agent of Comal County \_\_\_\_\_ Date \_\_\_\_\_

**Permit to Construct is valid for 180 calendar days from date of issuance.**

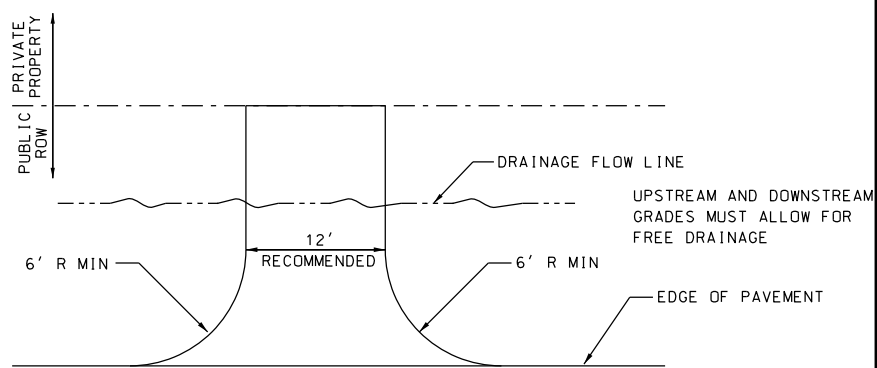
**When all work has been completed, notify the County Engineer in writing. Mail notices to 195 David Jonas Drive, New Braunfels, TX 78132 or fax to (830) 608-2078.**



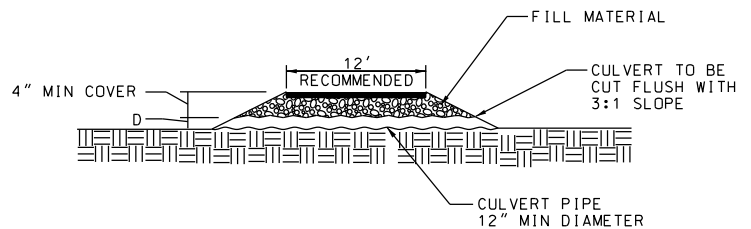
PLAN OF DRIVEWAY CONNECTION  
CONCRETE



PLAN OF DRIVEWAY CONNECTION  
DIRT OR BASE



PLAN OF DRIVEWAY CONNECTION  
ASPHALT



DRIVEWAY WITH CULVERT  
CROSS SECTION

NOTES:

DRAINAGE SHALL BE ADDRESSED BY ONE OF THREE OPTIONS:

- 1) DIP
- 2) CONSTANT SLOPE
- 3) CULVERT

IT IS RECOMMENDED THAT A CULVERT TYPE DRIVEWAY BE USED ONLY WHEN EXTREME CONDITIONS PREVENT THE USE OF A DIP OR CONSTANT SLOPE FROM BEING FEASIBLE. CONSULT WITH COMAL COUNTY ENGINEER'S OFFICE FOR APPLICATION TO LOCAL CONDITIONS.

**NO OTHER IMPROVEMENTS THAT PROJECT ABOVE EXISTING GRADE SHALL BE ALLOWED WITHIN THE COUNTY RIGHT OF WAY.**

**WATER MUST FLOW FREELY THROUGH CULVERT PIPE OR OVER DIP TYPE DRIVEWAY.**

**IT IS RECOMMENDED THAT THE CONTRACTOR CONTACT THE COMAL COUNTY ENGINEER'S OFFICE FOR FOR A PRE-POUR INSPECTION PRIOR TO POURING CONCRETE OR PLACING HOT MIX ASPHALT.**

**POTENTIAL CONCRETE AND ASPHALT CONTRACTORS(\*):**

SILVERADD CONSTRUCTION	(830) 639-4439
GIBSON CONSULTING	(830) 822-4869
BACKHOE BOB	(830) 935-3388
JACK RYAN	(830) 899-3200
C.B. PAVING	(830) 980-2880
JCN CONSTRUCTION	(830) 228-5025
PDO CONCRETE	(210) 521-7783

**POTENTIAL PIPE DISTRIBUTORS(\*):**

TX CORRUGATORS	(210) 653-1600
McCOYS	(830) 629-2111
HOME DEPOT	(830) 625-3334
EBERHARDT	(830) 625-4616

(\* ) THESE CONTRACTORS VOLUNTARILY SUPPLIED THEIR NAMES TO COMAL COUNTY. THEY ARE LISTED IN NO PARTICULAR ORDER. THE COUNTY IS NOT RECOMMENDING THESE PARTICULAR CONTRACTORS. IT IS SIMPLY PROVIDING A LIST OF CONTRACTORS TO HELP WITH THE FACILITATION OF DRIVEWAY CONSTRUCTION.

**Comal County  
Road Department**  
195 David Jonas Drive  
New Braunfels, TX 78132  
Phone: (830) 608-2090  
Fax: (830) 608-2009

**DRIVEWAY DETAIL  
STANDARD**

Date: 08/11/03  
Drawn by: RHB  
Checked by: THH

REVISIONS	
No.	Date:
1.	06/08/09

SCALE: NTS  
Sheet 1 of 1



## Comal County

OFFICE OF COMAL COUNTY ENGINEER

Concrete Driveway Construction                      6/4/14

All Installers / Builders  
RE: 24 inch Gap Between County Roads

There is a **MANDATORY 24 inch setback** from county roads to the face or front edge of all concrete driveways in Comal County. This “gap” can be filled with hot mix asphalt, cold mix asphalt, decomposed granite, limestone base, or gravel.

It is the responsibility of the driveway contractor, builder, or homeowner to install and maintain this setback “gap”. Comal County does not install or maintain these setback “gaps”

Questions may be directed to: Alan Hellsten, PIPROW Inspector.  
Phone: 830-446-6062