



DRIVEWAY PERMIT

This checklist is intended to help provide the information and data needed for a complete application. A request for a driveway application requires approval by staff.

Incomplete applications will not be accepted.

Digital Submission Requirements

The City of Taylor uses a digital review system called My Government Online (MGO) which requires certain digital submittal standards. You will need to create an account and place your request in MGO www.mygovernmentonline.org . All communication for your project will be through this portal. For more detailed information and troubleshooting, please review the MyGovernmentOnline User Guide at: <http://www.taylor.tx.gov/DocumentCenter/View/9975/Building---MyGovernmentOnline-Instructions?bidId=> you can contact the MGO help desk at (866)957-3764 or send a message at <https://www.mygovernmentonline.org/#contactus> .

Application Fee

The application fee will be assessed once the application is accepted. Fees must be paid at the time payment notification is made. Failure to pay the fee will cause the application to be incomplete and void in the system. The application fee schedule is available at: <https://www.ci.taylor.tx.us/DocumentCenter/View/6981/FY2022-23-Fee-Schedule?bidId=>

Project Information

General Questions

	Owner & Applicant information
	Description of Work
	Project Value (\$)
	Site Location
	Contractor Information
	Are you creating a new vehicular access onto the street or alley?
	Are you altering or widening an existing vehicular access onto the street or alley?
	Will the work be inside the private property line? There will be no work in the right of way?
	What is the width of the proposed driveway? (Ft)
	What is the length of the proposed driveway? (Ft)
	What is the width along the frontage of the lot? (Ft)
	What will be the surfacing material for the proposed driveway?
	How do you propose to deal with surface water run off from the proposed driveway?

Supporting Documents: The following paperwork must be submitted as a PDF electronically	
	Site Plan (to scale) – To show position of driveway, street, sidewalk, house, garage/car port, right of way, private property line, setbacks and distances to lot lines.
	Driveway Detail - upload drawing PV005 found in the City of Taylor Engineering Manual.
	Contractor Registration – contractor must be registered with the City of Taylor. If contractor is not registered, the permit will not be issued.
	Homestead Exemption - if the proposed work is to be done by the homeowner. Evidence of a Homestead exemption for the property must be submitted

City of Taylor Contact

Development Services	512-352-3675 Option 3	development.services@taylortx.gov
----------------------	-----------------------	-----------------------------------