City of Hastings Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

DRIVEWAY PERMIT APPLICATION

ZONING

Application must be filled out completely and must be approved before a permit is issued. An application fee of $30, payable to the City of Hastings, is due when the application is turned in.

Paying the application fee does not grant approval.

1) Applicant_____ 2) Phone (____) ____-_____

3) Property Address_____

4) Please sketch a site diagram on a separate sheet of paper showing the following:

a. Dimensions of the lot in feet
b. For new or reconstructed driveways, distance measurement from center of adjoining property(s) driveway to center of proposed new or reconstructed driveway.
c. If parcel has more than one driveway or curb cut, show additional driveway or curb cut on sketch.
d. Location of all roads bordering or on the property
e. Location of any power and gas lines on the property
f. Location of any lakes, rivers, streams, or wetlands on or near the property
g. Location of drainage culverts on the property, if any
h. A north arrow indicating the direction of north

Applicant Signature_____ Date____/____/_____

- **Permit is not valid unless Zoning Administrator has signed and marked as approved.**

Do not write below this line_____

EXEMPT FROM ZONING PERMIT: ☐

Zoning Administrator Signature:_____
Approved?_____
Comments:

APPLICATION FOR PERMIT
DEPARTMENT OF PUBLIC SERVICES
City of Hastings
201 E. State Street
Hastings, MI 49058
269-945-2468

Please provide plans/drawings for proposed projects.

Date:_____

1. Applicant Name: _____
(LAST) (MIDDLE) (FIRST)

Address: _____
(STREET) (CITY) (STATE/ZIP)

Telephone:_____

July 1, 2025, to June 30, 2026, FEE SCHEDULE

[ ] Driveway Permit:

[ ] New Construction - $100.00
[ ] Reconstruction - $80.00

Inspection Date_____ Approved - [ ] Yes [ ] No

[ ] Pavement Cut Permit:

[ ] Location _____ $100.00

_____

Inspection Date_____ Approved - [ ] Yes [ ] No

[ ] Occupancy of Right-of-Way:

[ ] Location: _____

Estimated Start and Length of Closure: _____

Description of project (attach additional sheet if necessary): _____

_____

_____

_____

_____

Approved - [ ] Yes [ ] No

2. Applicant's Signature: _____
(Date)

3. Staff Signature: _____

Sec 90-883 Driveways

1. *General requirements*. All driveways, including tapers and approaches, shall be located within the limits of the side lot lines extended to the centerline of the roadway except for shared driveways as permitted by this section.
2. *Residential driveways.*
    1.
        1. A lot or parcel containing a single-family dwelling shall have only one driveway. Two driveways may be permitted for a circle drive on the lot or parcel, but only if the lot or parcel has 80 feet or more of frontage on the street.
        2. One additional driveway may be allowed for every 70 feet of frontage that is in excess of 100 feet of lot frontage.
    2. Driveways serving a lot containing a single-family or two-family dwelling shall be a minimum of 45 feet from a driveway on another lot as measured between the centerline of each driveway. The zoning administrator may permit driveways closer together if it can be demonstrated that there is some feature peculiar to the lot or street or the location of an existing driveway prevents or makes it difficult to comply with the 45-feet spacing requirement.
    3. Dwellings constructed after the effective date of the ordinance from which this section was derived shall be served by a driveway paved with asphalt or concrete that shall connect the garage or parking space with the street.
    4. The maximum width of a driveway serving a single-family or two-family dwelling shall be a minimum of 12 feet and a maximum of 24 feet as measured at the property line.
    5.
        1. For lots containing single-family and two-family dwellings where the dwelling is more than 150 feet from the edge of the street, the fire chief shall review the driveway and make recommendations to require, to the extent possible, that the driveway be constructed so the dwelling can be provided adequate fire protection.
        2. For driveways that cross a ditch, natural drainage course or other body of water, the fire chief shall approve the crossing to ensure it is capable of accommodating emergency vehicles.

(Ord. No. 301, § 3(3.48), 2-10-97)

HISTORY
Amended by Ord. 629 amended item (b)(4) to 24 ft on 3/28/2025

SECTION 6 – CONCRETE PAVING

PART 1 – GENERAL

SUMMARY

Extent of Portland cement concrete paving is shown on Drawings, including curbs, gutters, walkways, and pavement.

Prepared subbase is specified in under Section 4, Excavation and Backfill.

Concrete and related materials are specified in Section 11 Concrete Work.

SUBMITTALS

Provide samples, manufacturer's product data, test reports, and materials' certifications as required in referenced Sections.

QUALITY ASSURANCE

Codes and Standards. Comply with Michigan Department of Transportation, Standard Specifications for Construction, Standard Plans and Special Details, and the ACI.

PROJECT CONDITIONS

Traffic Control. Maintain access for vehicular and pedestrian traffic as required for other construction activities specified in Division 1.

PART 2 – PRODUCTS

GENERAL

Materials for forms, steel reinforcement, joint materials, and curing materials shall comply with MDOT Standard Specifications if not specified in Section 11 Concrete Work.

CONCRETE MIX, DESIGN, AND TESTING

Comply with requirements of applicable sections for concrete mix design, sampling and testing, and quality control and as herein specified.

WHEEL STOPS

Precast of 3,500 psi air-entrained concrete approximately 6 inches high, 9 inches wide, and 7'-0" long with chamfered corners and drainage slots on underside.

CONCRETE RAMPS

Ramps shall be constructed 6 inches thick and to the width and slope shown on the Drawings using Class A concrete. Type of ramp shall be as noted on the Drawings for different intersection conditions.

CONCRETE DRIVEWAYS

All concrete residential and some commercial driveways shall be Class A concrete, 6 inches thick. Joints shall be as specified in concrete work and/or concrete pavements. Heavy load traffic driveways (Industrial some commercial) shall be Class A concrete, 8 inches thick, min. W2.9 welded wire fabric.

CONCRETE SIDEWALKS

Concrete sidewalks shall be 4 inches thick (6 inches thick at driveway crossings) and to the width as shown on the Drawings or to match existing walks. Concrete shall be Class A. Sidewalk Ramps shall be 6 inches thick.

CONCRETE ROADWAYS

Pavement surfaces shall be as shown on the Drawings. Thickness shall be as shown on the Drawings or equal to that removed, but in no case less than 6 inches.

Concrete for pavements and bases shall be Class P concrete.

For pavement replacement, reinforcing steel shall be similar to that in the existing pavement and shall provide the same cross-sectional area of reinforcement per foot as the existing pavement.

CONCRETE CURB AND GUTTERS

Concrete curb and gutter shall be as shown on the Drawings or shall have the same cross-section as that removed, and be constructed using Class P concrete and in accordance with CITY standards. Required to maintain a slump within the range of 1 to 3 inches.

CEMENT

Cement shall be Air-Entraining Portland Cement, Type 1A, conforming to ASTM C150. Air-Entraining Portland cement, Type IS-A conforming to ASTM C595 or High-Early-Strength Air-Entraining Portland Cement, Type IIIA conforming to ASTM C150. The CONTRACTOR shall provide suitable means for storing and protecting the cement against dampness. Cement that for any reason has become partially set or that contains lumps or caked cement shall be rejected.

PART 3 – EXECUTION

SURFACE PREPARATION

Remove loose material from compacted subbase or base surface immediately before placing concrete.

FORM CONSTRUCTION

Set forms to required grades and lines, braced, and secured. Install forms to allow continuous progress of Work and so that forms can remain in place at least 24 hours after concrete placement.

Check completed formwork for grade and alignment to following tolerances:

Top of forms not more than 1/8 inch in 10 feet.

Vertical face on longitudinal axis, not more than 1/4 inch in 10 feet.

Clean forms after each use and coat with form release agent as required to ensure separation from concrete without damage.

Slope step treads at 1/4 inch per foot to drain.

REINFORCEMENT

Locate, place, and support reinforcement as specified in applicable Section, unless otherwise indicated.

CONCRETE PLACEMENT

General. Comply with requirements of applicable Sections for mixing and placing concrete, and as herein specified.

Do not place concrete until subbase, base, and forms have been checked for line and grade. Moisten subbase/base if required to provide a uniform dampened condition at time concrete is placed. Do not place concrete around manholes or other structures until they are at required finish elevation and alignment.

Place concrete by methods that prevent segregation of mix. Consolidate concrete along face of forms and adjacent to transverse joints with internal vibrator. Keep vibrator away from joint assemblies, reinforcement, or side forms. Use only square-faced shovels for hand-spreading and consolidation. Consolidate with care to prevent dislocation of reinforcing, dowels, and joint devices.

Use bonding agent at locations where fresh concrete is placed against hardened or partially hardened concrete surfaces.

Deposit and spread concrete in a continuous operation between transverse joints as far as possible. If interrupted for more than 1/2 hour, place a construction joint.

When adjacent pavement lanes are placed in separate pours, do not operate equipment on concrete until pavement has attained sufficient strength to carry loads without injury.

Fabricated Bar Mats. Keep mats clean and free from excessive rust, and handle units to keep them flat and free of distortions. Straighten bends, kinks, and other irregularities or replace units as required before placement. Set mats for a minimum 2-inch overlap to adjacent mats.

Place concrete in two operations; strike off initial pour for entire width of placement and to the required depth below finish surface. Lay fabricated bar mats immediately in final position. Place top layer of concrete, strike off, and screed.

Remove and replace portions of bottom layer of concrete that have been placed more than 15 minutes without being covered by top layer or use bonding agent if acceptable to the DIRECTOR OF PUBLIC SERVICES.

Curb and Gutter. Automatic machine may be used for curb and gutter placement at the CONTRACTOR's option. If machine placement is to be used, submit revised mix design and laboratory test results that meet or exceed minimums specified. Machine placement must produce curbs and gutters to required cross-section, lines, grades, finish, and jointing as specified for formed concrete. If results are not acceptable, remove and replace with formed concrete as specified.

JOINTS

General. Construct expansion, weakened-plane (contraction), and construction joints true to line with face perpendicular to surface of concrete. Construct transverse joints at right angles to the centerline, unless otherwise indicated.

When joining existing structures, place transverse joints to align with previously placed joints, unless otherwise indicated.

Joints shall be of the type and location as shown on the Drawings. Joints shall be constructed in accordance with MDOT Specifications.

CONCRETE FINISHING

After striking off and consolidating concrete, smooth surface by screeding and floating. Use hand methods only where mechanical floating is not possible. Adjust floating to compact surface and produce uniform texture.

After floating, test surface for trueness with a 10-foot straightedge. Distribute concrete as required to remove surface irregularities, and refloat repaired areas to provide a continuous smooth finish.

Work edges of slabs, gutters, back top edge of curb, and formed joints with an edging tool, and round to 1/2-inch radius, unless otherwise indicated. Eliminate tool marks on concrete surface.

After completion of floating and when excess moisture or surface sheen has disappeared, complete troweling and finish surface as follows:

> Broom finish by drawing a fine-hair broom across concrete surface perpendicular to the line of traffic. Repeat operation if required to provide a fine line texture acceptable to the DIRECTOR OF PUBLIC SERVICES.
>
> On inclined slab surfaces, provide a coarse, non-slip finish by scoring surface with a stiff-bristled broom, perpendicular to line of traffic.
>
> Burlap finish by dragging a seamless strip of damp burlap across concrete, perpendicular to the line of traffic. Repeat operation to provide a gritty texture acceptable to the DIRECTOR OF PUBLIC SERVICES.

Do not remove forms for 24 hours after concrete has been placed. After form removal, clean ends of joints and point-up any minor honeycombed areas. Remove and replace areas or sections with major defects, as directed by the DIRECTOR OF PUBLIC SERVICES.

SIDEWALKS

Forms shall be of metal or wood, straight and free of distortion, and of sufficient strength to resist springing during the placing of concrete. Forms shall be securely staked, braced, and tied to the required line and grade. Flexible steel or adequately sized lumber may be used for short radius forms.

The walk subgrade shall be compacted to 95 percent compaction by tamping. After wetting the subgrade, the concrete shall be placed to the proper depth and spaded along the form faces.

Concrete shall be alternately tamped and screeded until all voids are removed and the surface has been brought to the required grade. The surface shall then be floated to produce a smooth, dense surface, free from irregularities. All edges and joints shall be rounded to a radius of 1/4 inch with an edging tool and trowel. As soon as all excess moisture has disappeared, the surface shall be finished by light brooming.

Walks shall be divided into blocks approximately square, using slab division forms or by cutting joints after floating. These joints shall be 1/2-inch deep by 1/8 to 1/4 inch in width and shall be finished smooth and true to line. Bituminous expansion joints shall be provided at intervals of 50 feet and at junctions with structures and curbs. Control joints shall be located between expansion joints at intervals equal to the sidewalk width.

As soon as concrete surfaces have hardened sufficiently to prevent marring, they shall be covered by an approved curing compound, or they shall be thoroughly wetted and cured by an approved method for a period of six days unless otherwise directed by the DIRECTOR OF PUBLIC SERVICES.

PAVEMENT

The surface of concrete pavements shall be properly consolidated and struck off to such elevations so as to match adjacent pavement and made uniform by transverse floating. As soon as all excess moisture has disappeared, the pavement shall be given a final light brooming finish by dragging a seamless strip of damp burlap or cotton fabric. Edges of all joints shall be tooled.

As soon as concrete surfaces have hardened sufficiently to prevent marring, they shall be covered by an approved curing compound, or they shall be thoroughly wetted and cured by an approved method for a period of six days unless otherwise directed by the DIRECTOR OF PUBLIC SERVICES.

CURB AND GUTTER

Concrete curb and gutter shall be placed prior to the placement of other types of roadway surfaces, including concrete pavements.

Curb and gutter to be replaced shall be determined by the DIRECTOR OF PUBLIC SERVICES and shall include any cracked or broken sections and any sections that have settled 1/4 inch or more.

Forms shall be complete front and back type. Back forms resulting in hand forming the curb and gutter will not be allowed. Forms shall be of metal, straight and free of distortion, and of sufficient strength to resist springing during the placing of concrete. Forms shall be securely staked, braced, and tied to the required line and grade. Flexible steel or adequately sized lumber may be used for short radius forms.

One-inch expansion joints shall be placed opposite expansion joints in an abutting pavement. If curb or curb and gutter does not abut a concrete pavement, place expansion joints at all spring lines of street returns. If intersecting streets are more than 300 feet apart, place expansion joints at 200-foot intervals. For MDOT

Standard Details (no longer a detail A), B, C5, C6 and D curb and gutter, place expansion joints in abutting pavement.

If the structure does not abut a concrete pavement or base, contraction joints shall be placed at approximately 100-foot intervals.

Intermediate plane of weakness joints shall be placed at approximately 10-foot intervals between other joints as called for above.

Curb returns and curb cuts for driveways shall be installed as required.

The gutter and top of curb shall not vary more than 3/16 inch in 10 feet when checked with a 10-foot straightedge. The balance of the exposed surfaces shall not vary more than 3/8 inch from the alignment and typical cross section.

After the back forms are removed, honeycomb and minor defects shall be filled with mortar, composed of one part Portland cement and two parts sand.

As soon as concrete surfaces have hardened sufficiently to prevent marring, they shall be covered by an approved curing compound, or they shall be thoroughly wetted and cured by an approved method for a period of six days unless otherwise directed by the DIRECTOR OF PUBLIC SERVICES.

CURING

Protect and cure finished concrete paving in compliance with applicable requirements of applicable Section. Use membrane-forming curing and sealing compound or approved moist-curing methods.

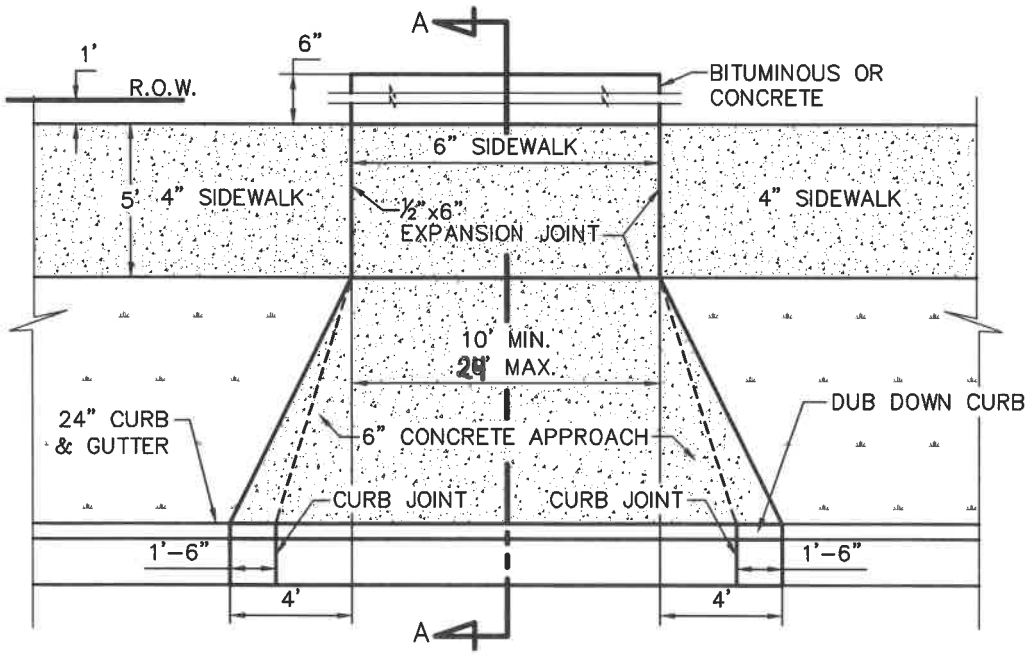
REPAIRS AND PROTECTIONS

Repair or replace broken or defective concrete, as directed by the DIRECTOR OF PUBLIC SERVICES.

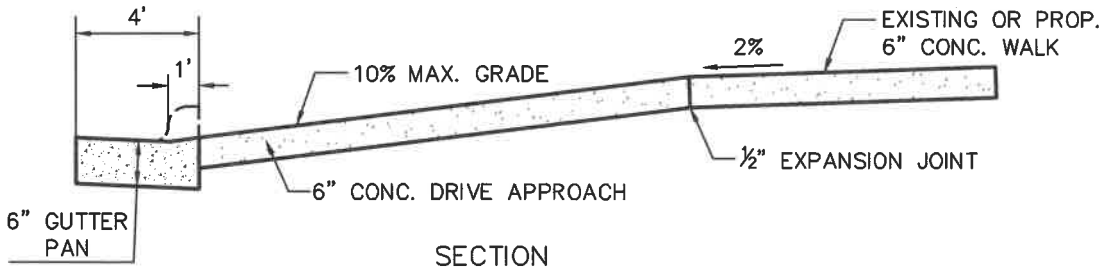
Protect concrete from damage until acceptance of Work. Exclude traffic from pavement for at least 14 days after placement. When construction traffic is permitted, maintain pavement as clean as possible by removing surface stains and spillage of materials as they occur.

Sweep concrete pavement and wash free of stains, discolorations, dirt, and other foreign material just before final inspection.

END OF SECTION 6



PLAN
SCALE: 1"=6'



SECTION
A–A
SCALE: 1"=2'

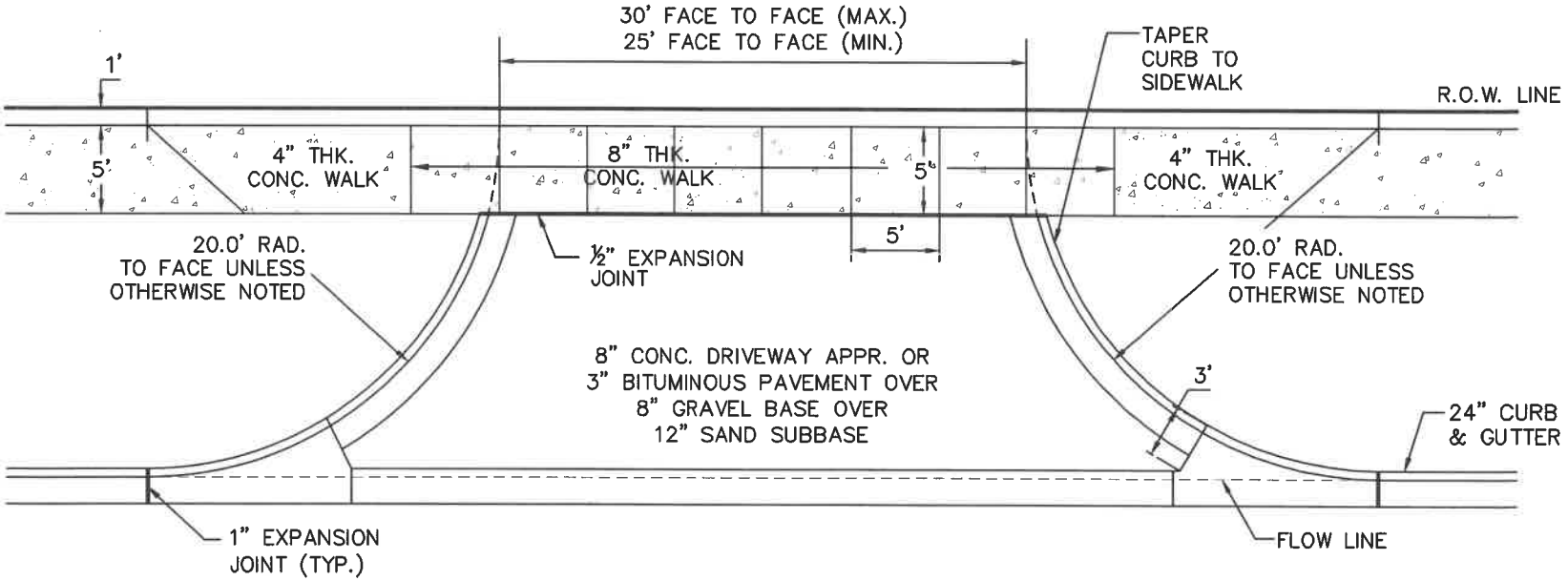
TYPICAL CONCRETE DRIVE DETAIL (RESIDENTIAL)

DRIVE OPENING (RESIDENTIAL)

REVISED DATE	
APPROVED BY	

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 mailbox@mbce.com

SHEET NUMBER
IMP-22



DRIVE OPENING DETAIL (COMMERCIAL / INDUSTRIAL)

SCALE: 1"=10'

DRIVE OPENING (COMMERCIAL/INDUSTRIAL)

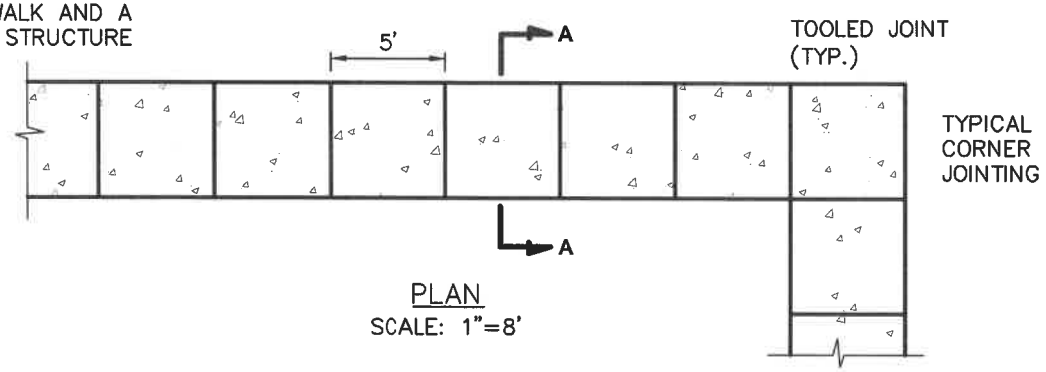
REVISED DATE	
APPROVED BY	

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 mailbox@mbce.com

SHEET NUMBER

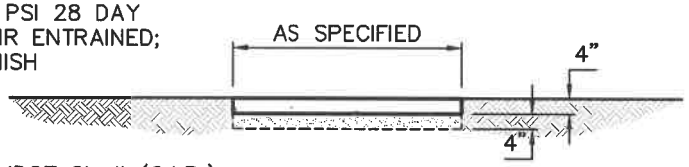
IMP-21

½" EXPANSION JOINT EVERY 30' AND/OR AT EACH JOINT BETWEEN SIDEWALK AND A STRUCTURE



PLAN
SCALE: 1"=8'

MDOT GRADE 3500 PSI 28 DAY CONCRETE, 5%–7% AIR ENTRAINED; BROOM FINISH



4" MIN. SAND BASE MDOT CL–II (C.I.P.)

SECTION A–A
SCALE: 1"=4'

4" CONCRETE SIDEWALK DETAIL

M:\MB Civil 3D\Blocks\TYPICALS\IMP-01.dwg, 9/28/2023 11:18:56 AM, MATT KOZAK

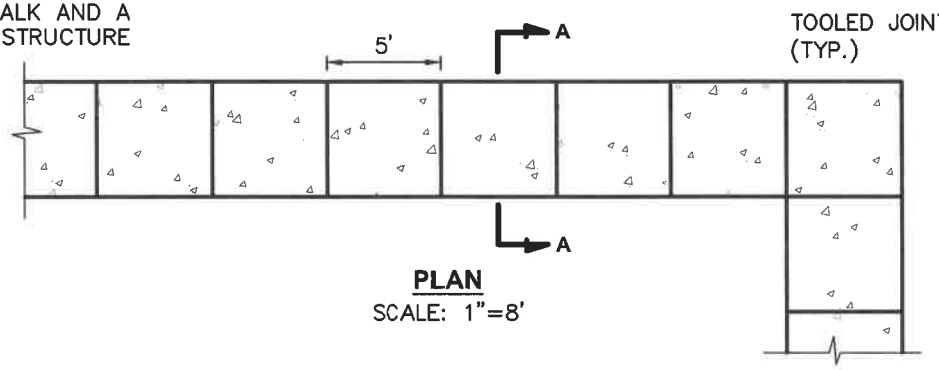
4" CONCRETE SIDEWALK

REVISED DATE	
APPROVED BY	

Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Grand Rapids, MI 49505
(616) 363-9801 mailbox@mbce.com

SHEET NUMBER
IMP-1

½" EXPANSION JOINT EVERY 30' AND/OR AT EACH JOINT BETWEEN SIDEWALK AND A STRUCTURE

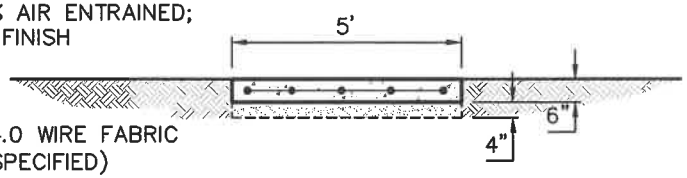


PLAN
SCALE: 1"=8'

MDOT GRADE 3500 PSI 28 DAY CONCRETE, 5%–7% AIR ENTRAINED; BROOM FINISH

6x6–W4.0 x W4.0 WIRE FABRIC (WHERE SPECIFIED)

4" MIN. SAND BASE MDOT CL–II (C.I.P.)



SECTION A-A
SCALE: 1"=4'

6" REINFORCED CONCRETE SIDEWALK DETAIL

6" REINFORCED CONCRETE SIDEWALK

REVISED DATE	
APPROVED BY	

Moore+Bruggink
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SHEET NUMBER
IMP-2