



# BUILDING SAFETY DEPARTMENT

1221 Mitchell Street  
PO Box 760  
Clovis, New Mexico 88101  
PHONE (575) 769-7829  
FAX (575) 769-7829  
EMAIL [buildingsafety@cityofclovis.org](mailto:buildingsafety@cityofclovis.org)  
[www.cityofclovis.org](http://www.cityofclovis.org)

## CURB CUT APPLICATION

**FEE: \$20.00 PER CUT**

Please complete the information requested below. Return the form and sketch to Building Safety for further processing.

**Job Location:** \_\_\_\_\_  
\_\_\_\_\_

**Contractor:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City of Clovis Business License #: \_\_\_\_\_ New Mexico Contractor's License #: \_\_\_\_\_

**Property owner:** \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Job Description** (*i.e. new construction, replacement, utility, sprinkler system, etc.*):  
\_\_\_\_\_  
\_\_\_\_\_

**Number of cuts:** \_\_\_\_\_ **Length of cuts:** \_\_\_\_\_

### TYPICAL PLAT OR DEVELOPMENT PLAN

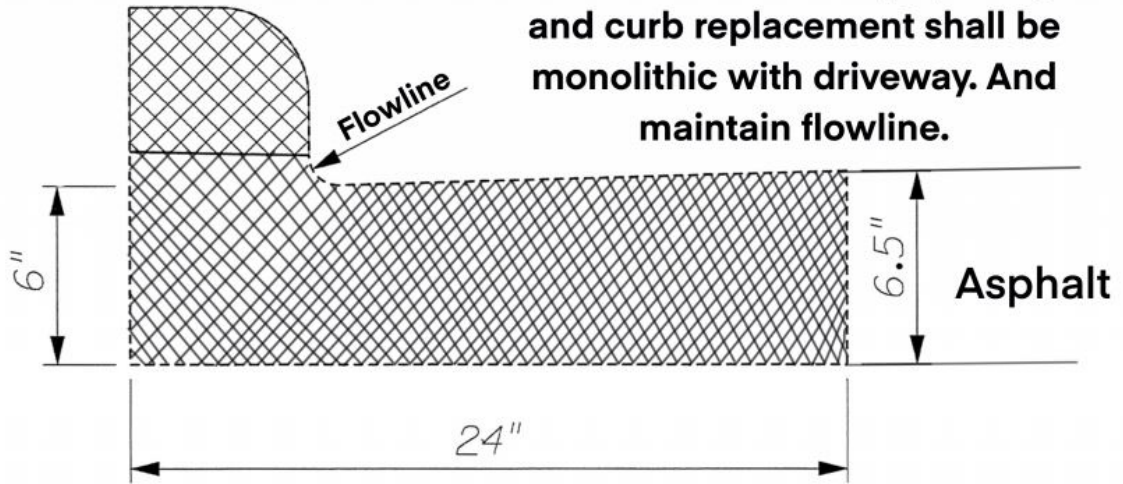
Please submit a sketch showing your lot. A sketch will be required whenever the proposed work includes new construction or replacement of the curb and gutter. The sketch must include the location of the street, sidewalk, drive pad, curb and gutter and their connection to the lots adjacent to yours. All proposed construction must meet City of Clovis Construction Standards. Contact Building Safety at **575-769-7829** (or 1221 Mitchell) if you have any questions.

**300.16.1 The curb shall be completely removed along the width of the driveway opening, and curb replacement shall be monolithic with driveway.** In lieu of removing curb completely, the contractor may use a curb cutting machine as approved by the City Engineer. All edges of the curb shall be ground down as to not leave any sharp edges. The curb shall be cut in accordance with Standard Detail R-15A. All other driveway details and dimensions shall apply.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

**Note: The curb shall be completely removed along the width of the driveway opening, and curb replacement shall be monolithic with driveway. And maintain flowline.**



DETAIL R-15A

REVISORS		CITY OF CLOVIS PUBLIC WORKS DEPT. 300 S. INGRAM CLOVIS, NM 87601	STANDARD DETAILS	PROJECT ID	TYPICAL CURB AND GUTTER	SHEET NO.
DATE	DESCRIPTION			DATE		

EXAMPLE OF CURB CUTS  
SEE CONSTRUCTION STANDARDS  
CURB MUST BE EITHER SAW CUT  
OR PULLED OUT AT THE JOINT  
FLOW LINE MUST BE MAINTAINED

