



FLATWORK PERMITS

FREQUENTLY ASKED QUESTIONS

DO I NEED A PERMIT TO REPLACE OR WIDEN MY EXISTING DRIVEWAY?

Yes

DOES PATIO AND SIDEWALK PAVING REQUIRE A PERMIT?

Yes

PERMITS & FEES

A Flatwork permit is required to add or replace any paving. This includes replacing or extending driveways; street or alley approaches; new driveways; replacing or adding sidewalks or walkways; replacing or adding decking around a pool; paving for patios or other uses.

The Permit Type is BUILDING (RESIDENTIAL) or BUILDING (COMMERCIAL) and the Work Class is FLATWORK.

The fee for a Building Residential Flatwork permit is \$100. The fees for Building Commercial Flatwork permits are based on the valuation of work and can be found on the [Fee Schedule](#).

SUBMITTAL REQUIREMENTS

All permit applications and inspection requests are done online through the City's CSS portal:

<https://energovcss.coppelltx.gov/EnerGovProd/SelfService#/home>

Typical submittal requirements for Flatwork permits include, but are not limited to, the following. Submittal requirements may vary depending on the scope of work. Additional documents may be requested by City staff. Documents must be in PDF format.

- Description of the work
- Dimensioned plan
- A copy of the property survey with the proposed flatwork drawn in it, with dimensions
- Specifications for concrete thickness and reinforcement



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Please note that if there is a floodplain or floodway anywhere on the lot, the survey that you submit must show the most current FEMA floodplain boundaries. In addition to the building permit, you must also apply for a Floodplain Development Permit (free of charge). Your permit application must be reviewed by the Engineering Department, so please allow extra time for plan review. <http://www.coppelltx.gov/Documents/Government/Engineering/Engineering%20Permits/Floodplain%20Permit%20Form.pdf>

TYPICAL REQUIRED INSPECTIONS

Typical inspections for Flatwork permits include, but are not limited to, the following. Required inspections may vary, depending on the scope of work. City-approved plans must be on site for all inspections. Inspections that are requested before 4 pm will be conducted the next business day.

- Rebar
- Final building

GENERAL REQUIREMENTS

- City specifications for paving in the right-of-way can be found at: <http://www.coppelltx.gov/Documents/Government/Engineering/Section%202000%202020.pdf>
- The maximum width of a driveway at the property line is 24 ft.
- A 5 ft radius is required at each side of a street approach
- Lots with a circular drive must have a minimum 20 ft approach separation

CODES AND ORDINANCES

Please see our website for the currently adopted editions of the building codes. Engineers involved in the design or construction must be licensed in the State of Texas. The Code adoptions and local amendments can be found in Chapter 15 of Coppell's Code of Ordinances. Zoning regulations are in Chapter 12, and fence regulations are in Chapter 9. All contractors must be registered with the City of Coppell and licensed as required by the State.

https://library.municode.com/tx/coppell/codes/code_of_ordinances