



DRIVEWAY GUIDE



Naperville

Transportation, Engineering and Development (T.E.D.) Business Group

August 2023

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DEFINITIONS

General Driveway: A paved roadway constructed within the public way, connecting the public roadway with private property, leading completely within the private property for the purpose of providing access for motor vehicles from the public way into the private property, and shall be used in such a way that the access into the private property will be completed and will not cause the blocking of any parkway or street.

Residential Driveway: A driveway which provides access to off-street parking facilities serving residential buildings housing four (4) or less families; or a driveway which provides access to off-street parking facilities serving residential buildings housing more than four (4) families. (Ord. 276.69, 7-7-1969; amd. Ord. 97-158, 10-7-1997)

Commercial Driveway: A driveway providing access to commercial or industrial establishments; in business for the purpose of servicing or storing motor vehicles, loading or unloading merchandise transported in the vehicles or serving the driver of the vehicle while he remains in the vehicle and for property devoted to institutional use.

Parking Between Sidewalk and Curb: No vehicle shall be parked between the sidewalk and the curb (or the edge of the paved portion of the street where curbs do not exist) in any residential district, except for a temporary period in case of an emergency, other than in that part of the public right-of-way designed or used for vehicle entrance into a private driveway; and no vehicle shall be parked in such driveway entrance in such manner that any part of the vehicle, including fenders or bumpers, extends over the roadway or curb line, or the sidewalk line. (Ord. 75-44, 5-5-1975)

Accents Hardscape: Accents/hardscape is **not** considered a part of the driveway and excluded from the width limitations when finish is distinctive contrast to driveway appearance and a maximum of three feet (3') in width. Parking on these areas are prohibited.



BUILDING REQUIREMENTS

Paved Areas 5-2B-4

Material Standards

RIGHT-OF-WAY MATERIAL STANDARDS	ASPHALT	STAMPED ASPHALT	BRICK PAVER	CONCRETE ²	STAMPED CONCRETE
BASE	6" STONE BASE ¹	6" STONE BASE ¹	8" STONE BASE ¹ 1" SAND	2" STONE BASE ¹	2" STONE BASE ¹
FINISH	3" ASPHALT	4" ASPHALT	3 1/8" BRICK PAVER	6" CONCRETE	7" CONCRETE

PRIVATE PROPERTY MATERIAL STANDARDS	ASPHALT	STAMPED ASPHALT	BRICK PAVER	CONCRETE ³	STAMPED CONCRETE
BASE*	6" STONE BASE ¹	6" STONE BASE ¹	8" STONE BASE ¹ 1" SAND	2" STONE BASE ¹	2" STONE BASE ¹
FINISH	2" ASPHALT	3" ASPHALT	2 3/8" BRICK PAVER	4" CONCRETE	5" CONCRETE

1. CA-6 Stone Base: compacted 3/4" stone with fines
 2. Plain Concrete: no reinforcement allowed in right-of-way
 3. May use reinforcement mesh and bars on the private side
- * Base material depths as recommended by the City of Naperville

Drainage Requirement: Every motor vehicle driveway area, motor vehicle parking area, patio or other area designed for recreational or similar use, hereafter constructed upon private property, which is constructed and surfaced with materials rendering the same practically impervious to surface waters, shall be properly and sufficiently graded and drained so as to prevent causing an increased burden upon adjoining property by reason of runoff water. (Ord.152.65, 8-2-1965)



ADMINISTRATIVE REQUIREMENTS

Permit Required; Application; Approval 9-11-2

1. No person shall construct a driveway for vehicle use onto a public street, or make any excavation for the purpose of constructing such a driveway, without first having obtained a permit therefor as hereinafter provided. Application for permit to construct a driveway shall be made to the City upon forms provided by the City and the issuance of the permit shall be subject to the approval of the City.

2. The approval of the driveway permit shall be based on the determination made by the City as to whether or not the said driveway meets the requirements of public safety or welfare, based upon standard rules and regulations of traffic engineering and traffic safety. In the event that any application for driveway permit is refused by the City, the applicant shall have the right of appeal to the City Council for a hearing on such application and refusal thereof, and the decision of the City Council shall be final in all cases.

3. In the event the use of the real estate for which permission to construct driveways has been granted shall change or be altered in any such way so as to substantially affect the use of the driveway and the effect of the said use on public welfare or safety based on the usual and ordinary standards of traffic engineering and traffic safety, the City shall have the right to revoke the use of such driveways or to direct the alteration or change of the width or location of any such driveway or driveways. Any owner or owners changing the character, kind or intensity of use of the property for which driveways have been constructed shall submit a new application for a driveway permit upon the request of the City.

4. In the event the City shall order or direct the closing of any driveway as a result of owner failing or refusing to comply with the provisions of this Article, then said driveway shall be closed at the expense of the owner. (Ord. 276.69, 7-7-1969; amd. 1984 Code; Ord. 92-137, 7-21-1992; Ord. 97-158, 10-7-1997)

5. Reconstruction of an existing driveway in which any changes are to be made shall be subject to the provisions of this Article, including the issuance of a permit therefor. (Ord. 276.69, 7-7-1969; amd. Ord. 97-158, 10-7-1997)



ZONING REQUIREMENTS

Off-Street Parking Facilities 6-9-2

Yard Requirements: In residential districts, parking facilities shall comply with the following yard requirements:

4.2.1. Parking facilities shall not be located in any required front yard or corner side yard, except as follows:

For single-family detached dwellings, single-family attached dwellings and duplexes:

- At least one required parking space per dwelling unit shall be provided in an enclosed garage which is located behind the front and corner side yard line;
- The other required parking space may be located in the garage driveway; provided that all driveways must lead directly to at least one parking space that meets the front and corner side yard requirements, except as otherwise provided [in the code].

For single-family detached dwellings, an auxiliary, uncovered parking space may be located within the required front or corner side yard, subject to the following requirements:

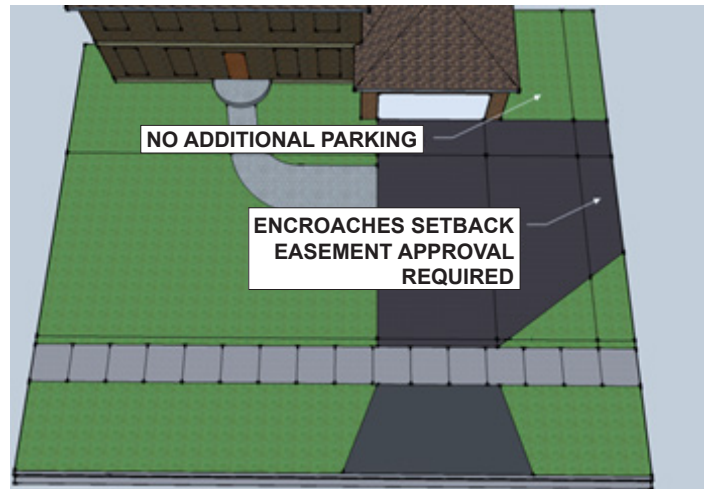
4.2.1.1. Said parking space shall be attached to a residential driveway that complies with the regulations as defined in Section 9-11-3;

4.2.1.2. Said parking space shall be parallel to the residential driveway it is attached to;

4.2.1.3. Said parking space shall not exceed the dimensions of a standard parking space as provided by the City;

4.2.1.4. Said parking space shall not be located within five (5) feet of any interior or corner side property line; and

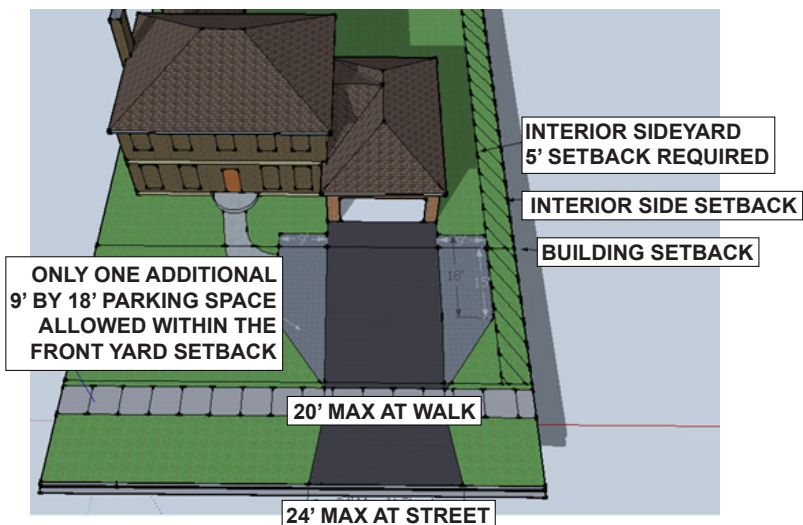
Example of Non-Complying Driveway



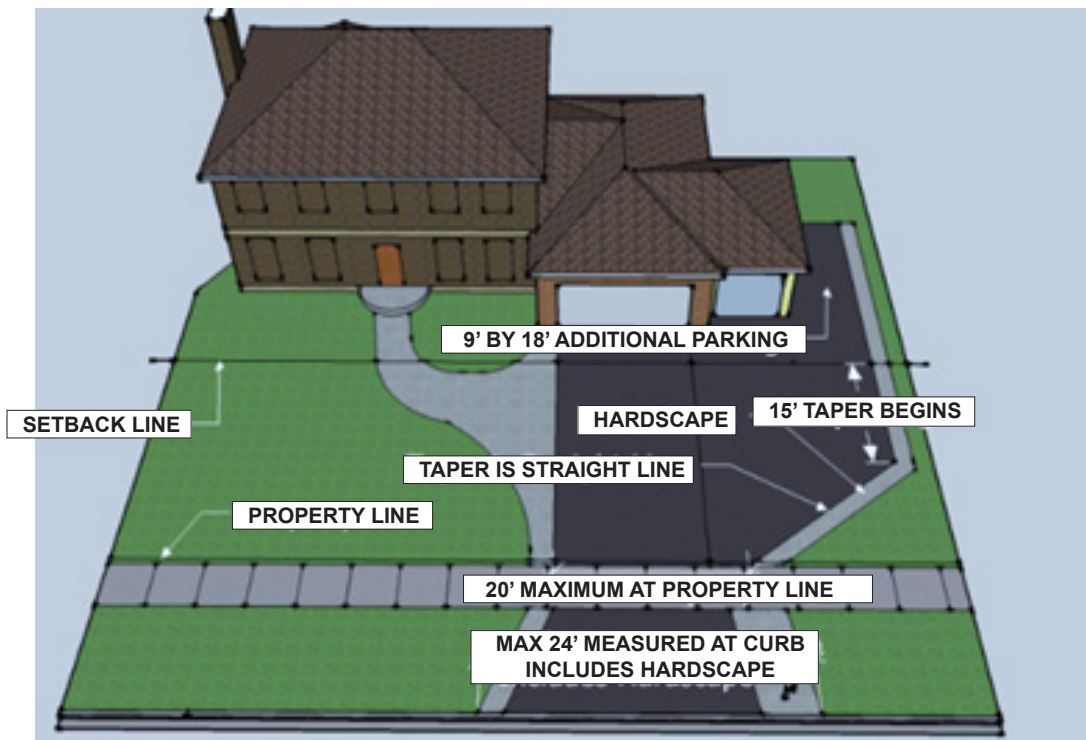
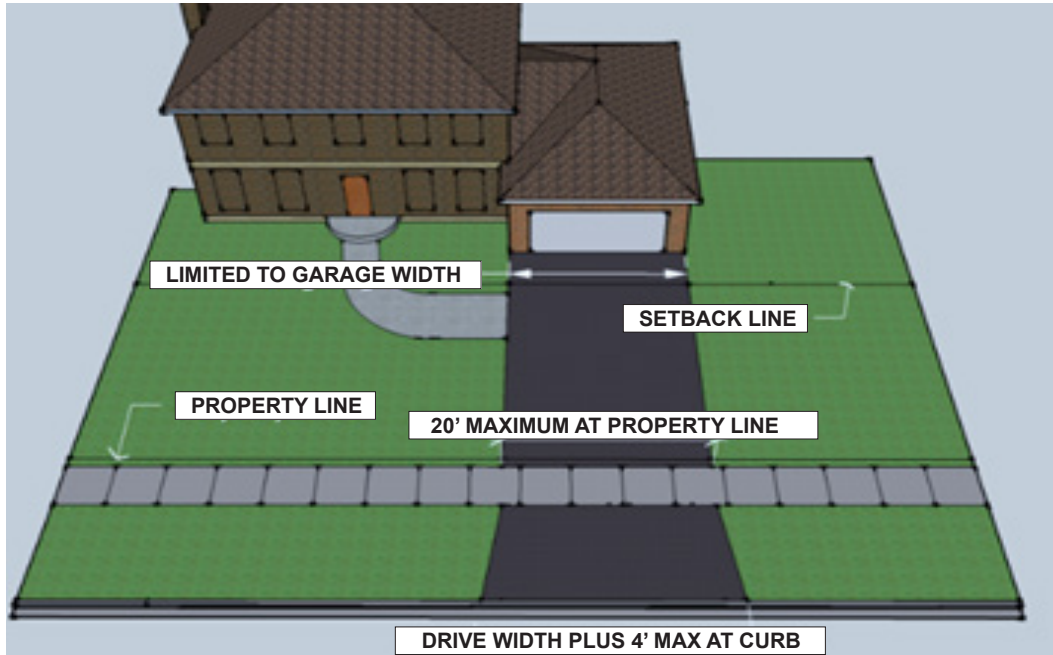
4.2.1.5. Said parking space shall comply with the increased driveway width regulations as provided in Section 6-9-2:12.1.1.

Guest parking spaces, as required per Section 6-9-3:1 of this Code, shall be permitted to be located within the required front or corner side yard. (Ord. 07-32, 2-20-2007; Ord. No. 15-187, § 1, 11-17-2015)

Example of Guest Parking Location



Examples of Approved Driveways



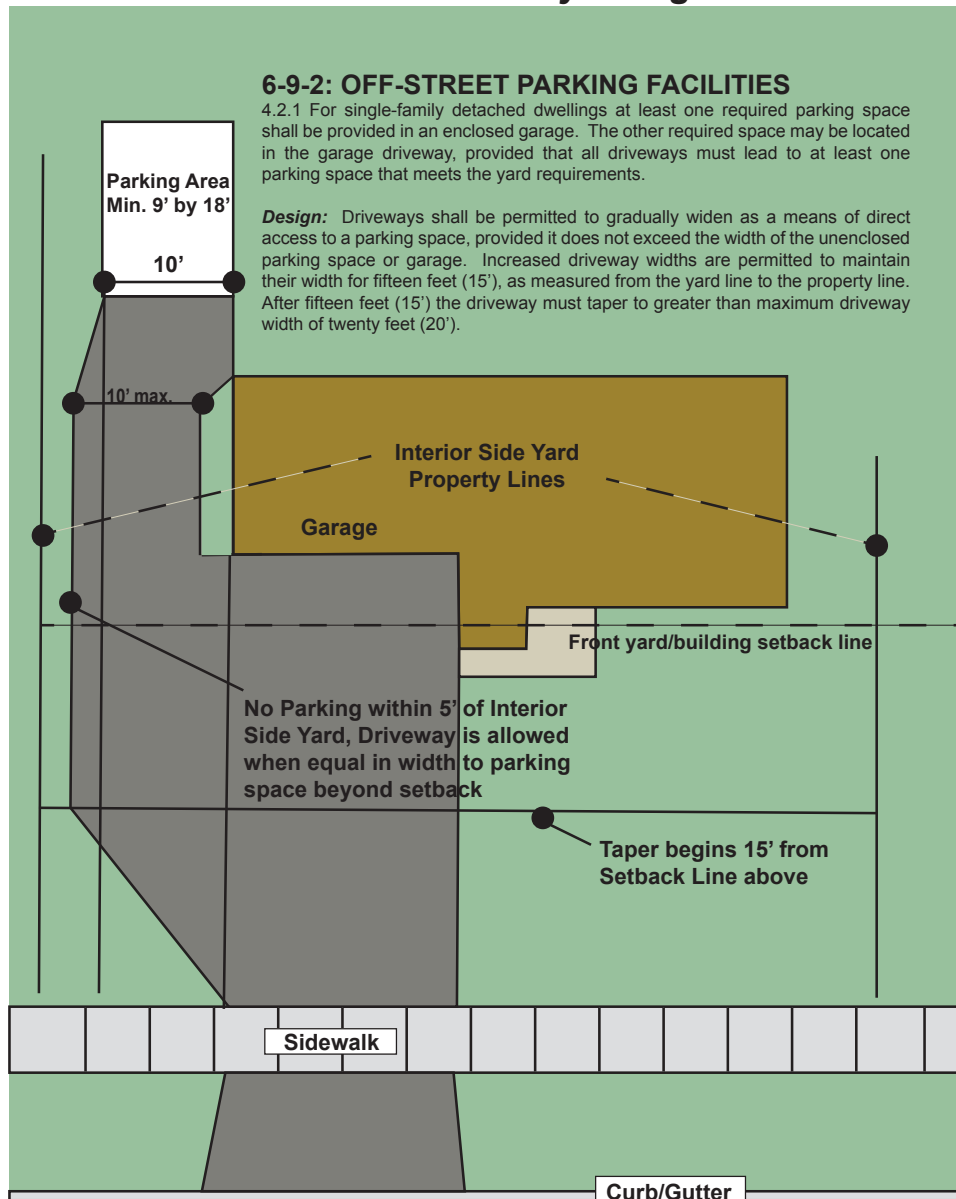
*Parking is **prohibited** on hardscape decorative accent areas and/or walkways

Residential Driveway Design: Driveways shall be designed in accordance with the following regulations:

12.1. In the required front or corner side yard, driveways shall be permitted to gradually widen as a means of direct access to a parking space meeting the front and corner side yard requirements, provided that the driveway does not exceed the width of the unenclosed parking space or garage opening, except as otherwise provided in Section 6-9-2:4.2.1. (Ord. No. 15-187, § 1, 11-17-2015)

12.1.1. Increased driveway widths in accordance with this Subsection are permitted to maintain their width for fifteen (15) feet, as measured from the front or corner side yard line toward the property line. After fifteen (15) feet, the driveway must taper to no greater than the maximum driveway width permitted in this section.

Residential Driveway Design

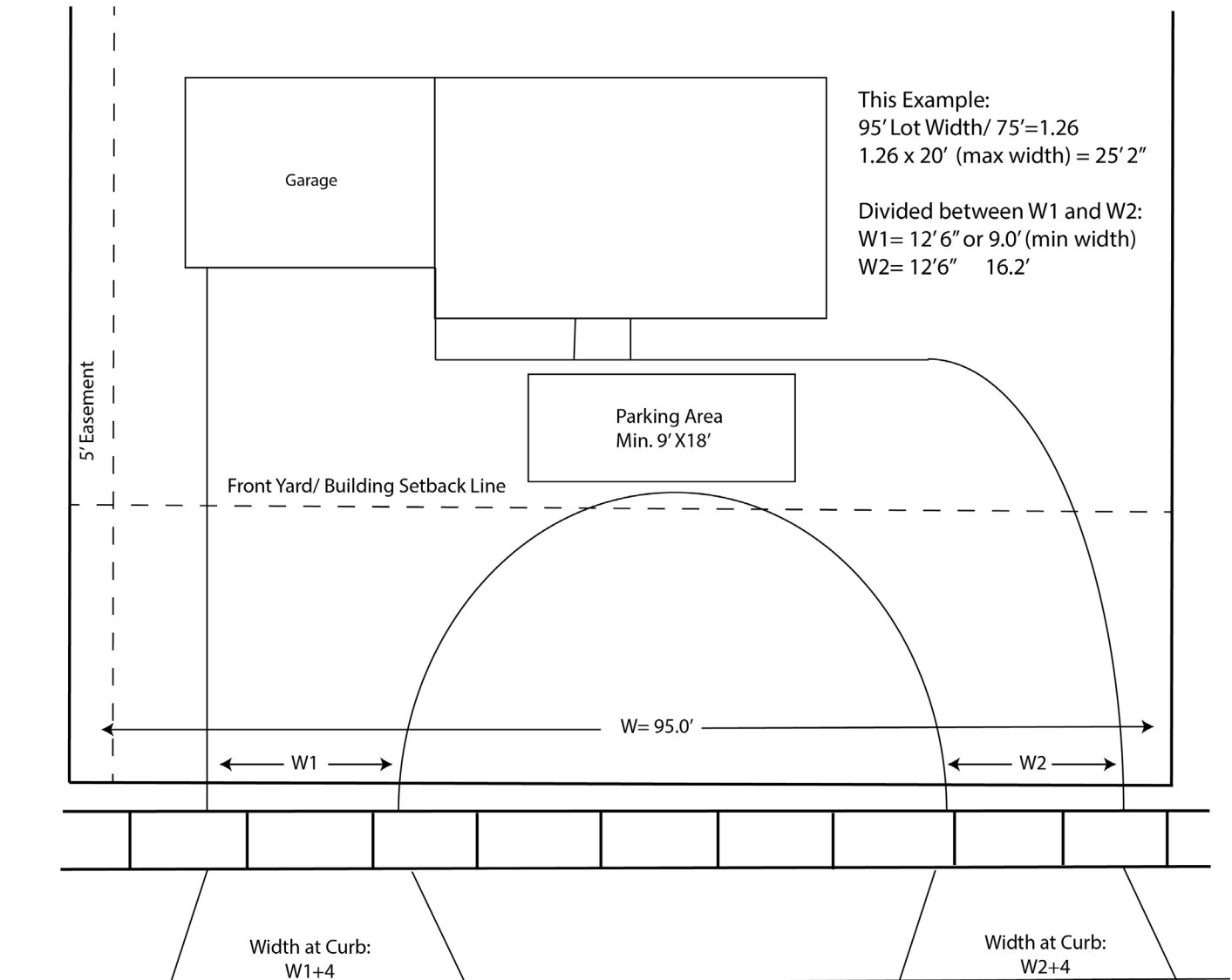


12.2. Circular or horseshoe driveways are permitted only if the driveway can be located so to park a car behind the front or corner side yard.

12.2.1. Circular or horseshoe driveways existing on or prior to October 2, 2007, may be maintained and replaced in kind, provided that such driveways cannot be relocated, expanded or enlarged in any manner that is inconsistent with the provisions of this Chapter pertaining to residential off street parking facilities.



Multiple Driveway Conditions



PUBLIC WAYS REQUIREMENTS

General Requirements 9-11-3

1. Residential Driveways: Residential driveways for each piece of property shall be limited to one drive in the first seventy-five (75) feet; and one additional per additional seventy-five (75) front feet or fraction thereof. Residential driveways for property located on corner lots may be permitted one drive on each street; provided, that it does not affect the safe use of the roadways.

4. Driveways Not Connected: Driveways from adjacent properties shall not be cross connected so as to effectively increase the number of Driveways otherwise available to the properties if their frontage were summed.

5. Location: Driveways shall be located in accordance with the following regulations:

5.2. The distance from the end of the driveway curb cut to the end of the intersecting street curb rounding shall not be less than five (5) feet.

5.3. The distance from the end of the driveway curb cut to the nearest crosswalk shall not be less than five (5) feet.

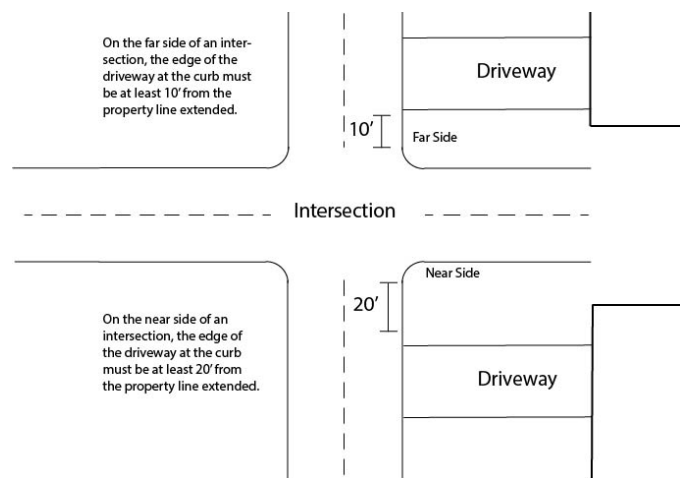
5.4. The distance between commercial driveways, measured at the curb line of the street, shall not be less than twenty (20) feet.

5.5. Where bus stops exist at locations where driveways are desired, the minimum allowable distance between driveways, measured at curb line of the street, shall be forty (40) feet.

5.6. No driveway shall be constructed which enters a public street within the limits of an intersection, with the limits of the intersection being defined as the area included within the prolongation of the lateral boundary lines of two (2) or more streets or highways which join one another at an angle whether or not one such street or highway crosses the other.

5.7. At heavily traveled intersections where separate right turn lanes are incorporated in the design, no driveway shall be constructed where the edge of the turning lane pavement is greater than five (5) feet from the edge of the through pavement.

Residential Driveway Location Near an Intersection



6. Design: Driveways shall be designed in accordance with the following regulations:

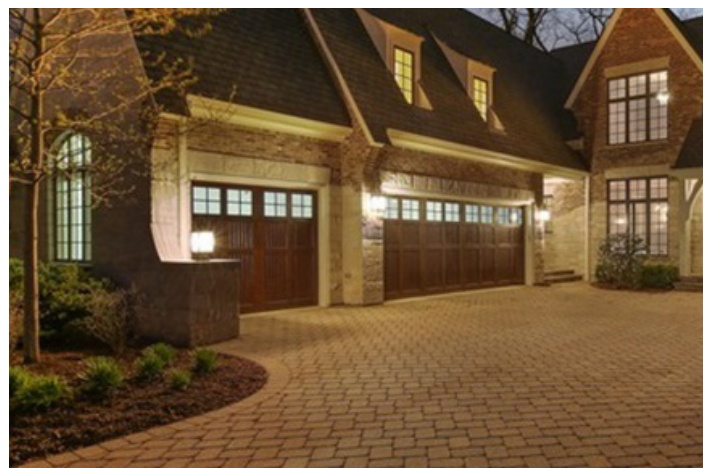
6.3. Residential Driveways shall not exceed twenty (20) feet in width nor be less than nine (9) feet wide measured at the property line.

6.4. All Driveways shall have curb radii not less than two (2) feet for residential nor more than fifteen (15) feet for commercial.

6.5. The angle between the curb line of the street and the centerline of the driveway shall not be less than sixty degrees (60°).

6.6. Where a driveway is permitted into a street having a barrier median a break shall not be made in that median unless competent engineering judgment indicates that left turn bays can be constructed and signalized if necessary and further that no hazard or impediment is created for through traffic.

6.8. In addition to the above specifications, design of all driveways shall conform to the standards and specifications adopted by the City and graphically depicted on Exhibit B, attached to the ordinance codified herein and incorporated herein by reference. (Ord. 92-163, 9-1-1992; amd. Ord. 97-158, 10-7-1997)



SAFETY REQUIREMENTS

Safety Requirements 9-11-4

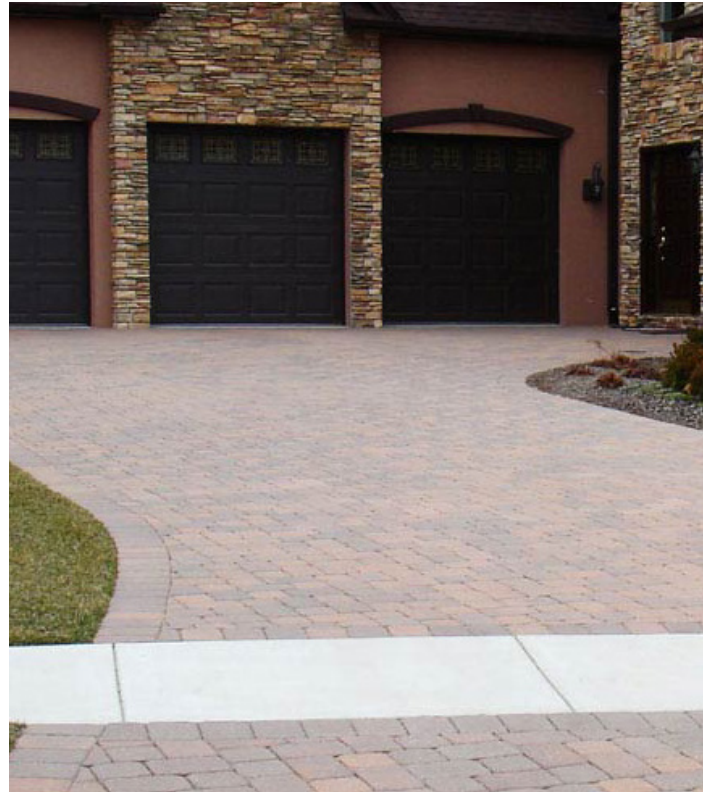
4. In no case shall a driveway be constructed in such a way as to present a hazard to pedestrians or traffic on the public right-of-way.

5. In no case shall any obstruction of any kind be permitted to obscure vehicles entering into public rights-of-way. Such obstruction shall not exceed a height of thirty (30) inches within a depth of thirty (30) feet from front, side or rear property lines. (Ord. 276.69, 7-7-1969; amd. Ord. 97-158, 10-7-1997)

ICE MELT SYSTEMS – HYDRONIC HEATED SLABS

Snow melt system controls (mandatory). N1103.8 (R403.8)

- Snow and ice-melting systems, supplied through energy service to the building, shall include automatic controls capable of shutting off the system when the pavement temperature is above 50°F (10°C), and no precipitation is falling and an automatic or manual control that will allow shutoff when the outdoor temperature is above 40°F (4.8°C).
- When system enters the right-of-way a non-toxic fluid shall be used.
- A covenant shall be written to document the system in the right-of-way.



MAINTENANCE REQUIREMENTS

Driveway Maintenance 9-11-5

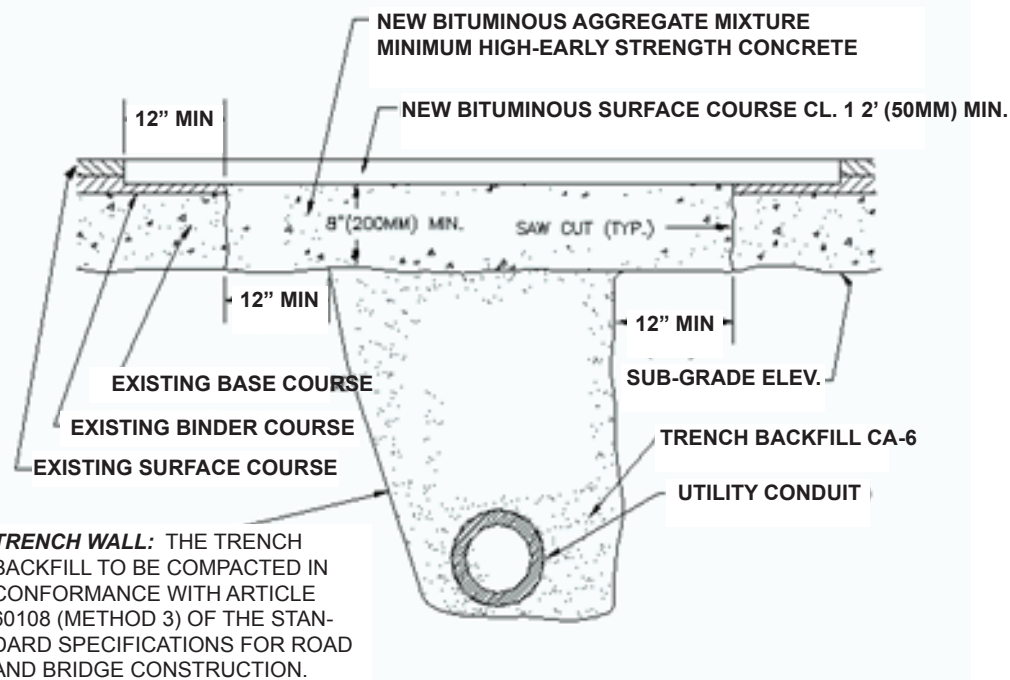
It shall be the duty of the owner of the premises served by any driveway, at the owner's expense, to maintain all that portion of the driveway being outside of the private property line, including the sidewalk portion of the driveway, and to keep the same in good repair and free from obstructions and defects.

PAVEMENT REPAIRS: UTILITY TRENCH PAVING

1. The opening of pavements shall not be allowed without first receiving a permit from the department of Public Works per section 9-1A-6 of the Naperville Municipal Code.

2. The trench shall be backfilled with aggregate (CA-6) and compacted to 95% of the standard proctor density. Trench spoils or excavated material shall be discarded by the contractor, at his

UTILITY TRENCH PAVING SECTION THROUGH EXISTING FLEXIBLE PAVEMENTS CITY OF NAPERVILLE STANDARD DETAIL



NOTES:

1. THE OPENING OF PAVEMENTS SHALL NOT BE ALLOWED WITHOUT FIRST RECEIVING A PERMIT FROM THE DEPARTMENT OF PUBLIC WORKS PER SECTION 9-1A-6 OF THE NAPERVILLE MUNICIPAL CODE.
2. THE TRENCH SHALL BE BACKFILLED WITH AGGREGATE (CA-6) AND COMPACTED TO 95% OF THE STANDARD PROCTOR DENSITY. TRENCH SPOILS OR EXCAVATED MATERIAL SHALL BE DISCHARGED BY THE CONTRACTOR AT HIS EXPENSE AT DUMP SITES OR IN A SUITABLE FASHION AS APPROVED BY THE CITY ENGINEER.
3. PRIOR TO PLACING OF P.C.C CONCRETE, THE EXPOSED EDGES OF ALL EXISTING PAVEMENT SHALL BE SAW CUT TO PROVIDE A SMOOTH, CLEAN EDGE, FREE OF LOOSE MATERIAL.
4. EXCAVATIONS SHALL BE PROTECTED BY BARRICADES WITH FLASHING LIGHTS, A 1' (25MM) STEEL PLATE SHALL BE PROVIDED AND MAINTAINED BY THE CONTRACTOR AT LOCATIONS WHERE ADJUSTMENTS ARE LOCATED IN TRAVEL LANES UNTIL THE SURFACE RESTORATION IS COMPLETE. THE PLATE SHALL BE PROTECTED FROM SLIDING AND PROVIDED WITH BITUMINOUS RAMPS.

expense, at dump sites or in a suitable fashion as approved by the city engineer.

3. Prior to placing of P.C.C. concrete, the exposed edges of all existing pavement shall be saw cut to provide a smooth, clean edge, free of loose material.

4. Excavations shall be protected by barricades with flashing lights. A 1" (25MM) steel plate shall be provided and maintained by the contractor at locations where adjustments are located in travel lanes until the surface restoration is complete. The plate shall be protected from sliding and provided with bituminous ramps.

