



City of Clovis, New Mexico
Department of Building Safety

APPLICATION FOR CURB CUT

FEE: \$20.00 PER CUT

Please complete the information requested below. Contact Public Works to obtain approval from Engineering. 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 one of the following: sidewalk, drive pad, 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 Public Works specifications. Contact Public Works at **575-769-2376** (or 801 S. Norris Street) if you have any questions.

Signature of Applicant

Date

<p>CITY STAFF USE ONLY:</p> <p>Public Works – Engineering signature: _____</p> <p>Date approved: _____</p> <p>Building Safety Inspector signature: _____</p> <p>Date approved: _____</p>

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

