

SIDEWALK, CURB AND GUTTER

I want to: Repair or replace an existing sidewalk, curb and gutter or construct a new sidewalk, curb and gutter.

Do I need a permit? Yes, any use of the public right-of-way, which is defined as the space outside the private property line, requires permission from the District Department of Transportation (DDOT).

Where do I go to get this permit? The public space permit office at 1100 4th Street, SW, second floor, between the hours of 8:30 am and 4:15 pm, weekdays except Thursday when hours are 9:30 am to 4:30 pm. DDOT electronic permit kiosks are available to simplify the permit application process. These kiosks are located at the Permit Office as well at all seven Metropolitan Police Department District Stations or you may enter your application information, and submit your application online from your home or office computer at <https://tops.ddot.dc.gov>.

What do I need when I apply for this permit?

1. Register yourself as a user on the DDOT Transportation Online Permit System (TOPS) at any of the DDOT electronic permit kiosks or online at <https://tops.ddot.dc.gov>
2. Complete an on-line application at any of the DDOT electronic permit kiosks or online at <https://tops.ddot.dc.gov>. Supporting documents may be uploaded online in a PDF or TIFF electronic format or paper copies may be submitted to a public space technician at the public space permit office.
3. If applicable Fine Arts Commission and/or Historic Preservation Review Board approval must be obtained before applications will be accepted for a permit.
4. To repair or replace an existing sidewalk and/or curb & gutter:
Four (4) copies of the site plan, drawn to scale, indicating the roadway curb, adjacent property line, existing site conditions, and the replacement in kind to DDOT standards and specifications, which are online at:
<http://ddot.dc.gov/DC/DDOT/Projects+and+Planning/Standards+and+Guidelines>.

– ***Or*** –

4. To construct a new sidewalk and/or curb & gutter:
Ten (10) copies of the site plan, drawn to scale, indicating the roadway curb, adjacent property line(s), proposed site conditions and construction according to DDOT standards and specifications, which are online at:
<http://ddot.dc.gov/DC/DDOT/Projects+and+Planning/Standards+and+Guidelines>.
5. Please present one (1) copy of the site plan and completed application to a Public Space Technician at the public space permit office before submitting the full package of site plans.

How much will this permit cost? The permit will generally cost from \$75.00 to \$135.00. There will also be an inspection fee and deposit. The minimum amount for these is \$800. Checks or money orders should be made payable to “DC Treasurer.” Discover, MasterCard and Visa accepted.

How long will the application take to process? The process will take two (2) to sixty (60) days, depending on the complexity of the work, total square footage and, if applicable, contingent on Historic Preservation sign-off and utility sign-offs.

What if I need additional information? Please call the Public Space Permit Office at (202) 442-4670.