Secondary driveways are regulated by both the City’s Municipal Code and the Development Engineering Division’s Standard Specifications......

- No more than 50% of the entire front yard area may be paved regardless of purpose. (i.e. driveways, walkways, etc.)
- No more than 350 sq. feet of paved surfaces may be used for parking or storing recreation vehicles (r/v).
- Space must be provided behind the building setback for r/v parking*.
- No parking in the front yard.
- A 2nd driveway for r/v’s may be allowed on corner lots with the approval of an encroachment permit from the Engineering Division.
- A 2nd driveway may not take the place of, or encroach into, the required 21 feet on-street parking space (including transition aprons).
- Driveways must be located two feet from any property line.
- Driveways must be a minimum width of 10 feet.
- Driveways shall conform to all Standard Details.

*Lots recorded before August 1984 have other setback requirements. Please call 916-617-4645 for details.

Considering adding an RV access or second driveway to your residence? To protect your investment and to avoid fines, fees, penalties, or demolition costs, here are some considerations before starting your project.
How do I know if my encroachment permit is approved?

Once your permit application has been accepted by the Permit Technician, it will be entered in Accela Automation, at which time you will receive a permit number. When your permit is approved, you will be notified, requested to pay the permit and plan check fee (if applicable), and the permit status will be changed to “issued”.

Sometimes an application will have a permit number generated but may not be ready for approval. This could be for a number of reasons, such as:

⇒ the permit may require engineering or architectural calculations
⇒ additional documentation such as proof of valuation, or contractor information is missing
⇒ corrections are required on the plot plan based on project location or size concerns.

If for any reason your permit application needs corrections, you will be notified and will have an opportunity to make revisions.

My permit has been issued. Now what?

You may proceed with your project. Be aware that more complex projects may require periodic inspections during different stages of progress. When in doubt, call for guidance.

A City Inspector will check on your progress and will either approve the results, or request corrections. It is your responsibility to schedule inspections and to be available on the date of inspection. Upon completion, you must receive final City inspection approval.

Issued permits also have expiration dates. Typically you have one year to final a permit.

Contact Us

City of West Sacramento
Community Development Department

(916) 617-4645, fax: (916) 371-0845
Or visit us on the web:
www.cityofwestsacramento.org