

Building & Permitting 490 3RD ST NW 863-291-5695 M-F 8AM - 5PM

DRIVEWAY CONNECTION / ALTERATION
IN CITY RIGHT OF WAY

1. This form is required to be submitted in addition to a building permit application for any work being done *in the city right-of-way* involving a driveway. This is not a permit.
2. The construction and maintenance of the driveway shall not interfere with existing legally installed utilities and other authorized construction.
3. All work shall be done in keeping with the standards established by the Building Division.
4. All material and equipment shall be subject to inspection by a representative of the city engineer.
5. Construction shall be performed in a safe manner and in accordance with the regulations of OSHA, USDA and any other applicable agencies. The City shall be relieved of all responsibilities for damages of any nature arising from this approval. Subject to the above terms and conditions, the applicant shall take such safety measures, including placing and display of caution signs, as good practice dictates in conduct of construction and maintenance work herein described.
6. The applicant shall provide for safe pedestrian traffic throughout the construction time. Where existing sidewalks and other walkways exist prior to this work, they or safe alternate trafficable ways, shall be maintained.
7. All city property shall be restored to its original condition.
8. The applicant shall save and keep the City harmless from any and all damages, claims or injuries that may occur by reason of this construction.
9. The attached sketch covering details of this construction shall be made a part of this approval.
10. It is expressly stipulated that this approval is a license for permissive use only and that placing of facility upon public property pursuant to this approval shall not operate to create or to vest any property in the applicant or his client.
11. The applicant shall complete construction within 180 days of the date of this approval.
12. The applicant declares that prior to filling out the application they have ascertained the location of all existing utilities both aerial and underground.
13. Notify Sunshine 811 (1-800-432-4770) 48 hours prior to commencing any work.

Applicant is the (circle) Owner or Contractor

Name: _____

Email: _____ **Phone #:** _____

Project address: _____

City: _____ **Zip:** _____ **Lot #:** _____

Applicant Signature: _____ **Date:** _____

Approved by: _____ **Date:** _____

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DRIVEWAY SKETCH REQUIRMENTS:

- Show the entire property's boundaries, existing buildings, sidewalks and utilities near the driveway. *An aerial photograph is recommended.* Show dimetions of existing driveway.
- Show proposed driveway and provide dimensions between the proposed driveway and property boundries.

DRIVEWAY CONSTRUCTION REQUIRMENTS IN THE RIGHT OF WAY:

- Sanitary sewer must be constructed prior to construction of the driveway
- No water meters shall be allowed within the driveway
- Materials:
 - 6 inch think 3,000 PSI concrete with wire mesh or fiber mesh concrete (to property line or 10 feet minimum from edge of street)
 - 4 inch think 3,000 PSI concrete with wire mesh or fiber mesh concrete with 1 inch sand bed and paver bricks installed over the concrete (required in apron only)
- An apron is required and must flare 3 feet on both sides of the driveway.
- Standard detail drawings are available on the city website.
- Valves and cleanouts located in driveways must conform to city requirments.
- Inspection required prior to pouring concrete
- Curb and gutter shall be removed and new gutter with drop curb and/or concrete drive shall be installed. Back of curb may be saw cut and removed where applicable.
- Sidewalks that are altered or damaged due to construction must be restored to original condition.

ACCESS POINTS INTO STREETS:

- Maximum number of access points onto any single road:
 - Lot width is less than 65 feet: 1 access point maximum
 - Lot width between 65 and 200 feet: two 24 feet (including flare) access points
 - Lot width greater than 200 feet: 2 access points plus 1 additional access point for each additional 200 feet of lot width.
- In lieu of any 2 openings permitted onto any single road there may be permitted a single point of access up to 36 feet (including flare) in width.
- There shall be a minimum clearance of 20 feet between and 2 openings onto the same street. The city engineer may waive this requirment in hardship situations.
- No point of access shall be allowed within 20 feet of the intersection of the right of way lines of any public road.
- No curb shall be cut or altered and no point of access or opening for vehicles onto a public road shall be established without a permit issued by the city engineering division.