



CITY OF AVON PARK

Highlands County, Florida

PERMIT NO# _____ DATE: _____

RESIDENTIAL DRIVEWAY CONSTRUCTION PERMIT APPLICATION

Lot # _____ Block # _____

(For City Use)
Permit Approved By: _____

Date: _____

Street Address: _____

City Strap # _____

Name of Subdivision: _____ Section/Unit # _____

Property Owner: Name: _____

Signature: _____ Date: _____

Address: _____

City, State, Zip: _____

Phone Number: (_____) _____

and, if applicable Authorized Representative:

Contractor: Company: _____

Name: _____

Signature: _____ Date: _____

Address: _____

City, State, Zip: _____

Phone Number: (_____) _____

Email: _____

This construction permit, when approved, is subject to the following conditions:

1. This permit authorizes construction in the public right-of-way, but the installation is for permissive use only and shall not be construed to create or vest any property right of the associated right-of-way to the permittee.
2. The permittee, his successor or assigns shall be responsible for construction, repair, and maintenance of the driveway until it is removed or unless specified otherwise by the City.
3. If a change in use by the permittee, his successor or assigns creates undue disruption of traffic, or creates safety

hazards at any time in the life of the driveway, the City shall have the authority to require its alteration or relocation at the expense of the permittee, his successor or assigns.

4. Every permit issued shall become invalid unless the work authorized by such permit is commenced within six (6) months after its issuance or if the work authorized by such permit is suspended or abandoned for a period of six (6) months after the time the work is commenced. Work shall be considered to be in active progress when the permit has received an approved inspection within 180 days.
5. The construction and installation work shall conform to the standards of the City of Avon Park Code and Highlands County Land Development Regulations; the City may issue a "stop work" order for any violation of the permit conditions.
6. All materials, equipment, and traffic control devices shall be subject to inspection by the City or their designee.
7. All City property shall be restored equal to or better than its original condition, or to the satisfaction of the City or their designee; all disturbed area within the right-of-way shall be sodded.
8. The permittee shall notify all appropriate utility companies prior to the start of construction.
9. For driveways, the lot or tract numbers or address shall be posted at the job site at front property corners, and on the side property corners when the lot or tract is a corner lot, until final inspection.
10. All applicable safety regulations of the Florida Department of Transportation and Occupational Safety and Health Administration shall be observed during construction and the permittee must take such measures, including placing and display of safety devices, as may be necessary to ensure safety of the general public affected by the project.
11. The applicant, for himself, his heirs, his assigns and successors in interest, binds and obligates himself to save and hold harmless The City of Avon Park from any and all damages, claims or injuries caused in whole or in part by the applicant that may occur by reason of this permitted facility design, construction, maintenance or continuing existence.
12. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the City's right, title and interest in the land to be entered upon and used by the holder.
13. The attached sketch covering the details of this installation shall be made a part of this permit.
14. The applicant binds and obligates himself to conform to the above description and attached sketch and to abide by the City Code and Highlands County Land Development Regulations.
15. Within seven (7) working days of notification of construction completion from the permittee, the City or their Designee shall make a final inspection of the driveway to ensure its compliance with the conditions of the Driveway Permit. The permittee will be notified when construction does not comply with the approved permit.
16. A limited topo survey will be required for all new driveway applications. It shall include shots along the right of way, specifically the edge of pavement, shoulder, ditch/swale bottom, property/right of way line, and ±15 feet into the property. The interval shall be every ±30 feet along the front of the property.

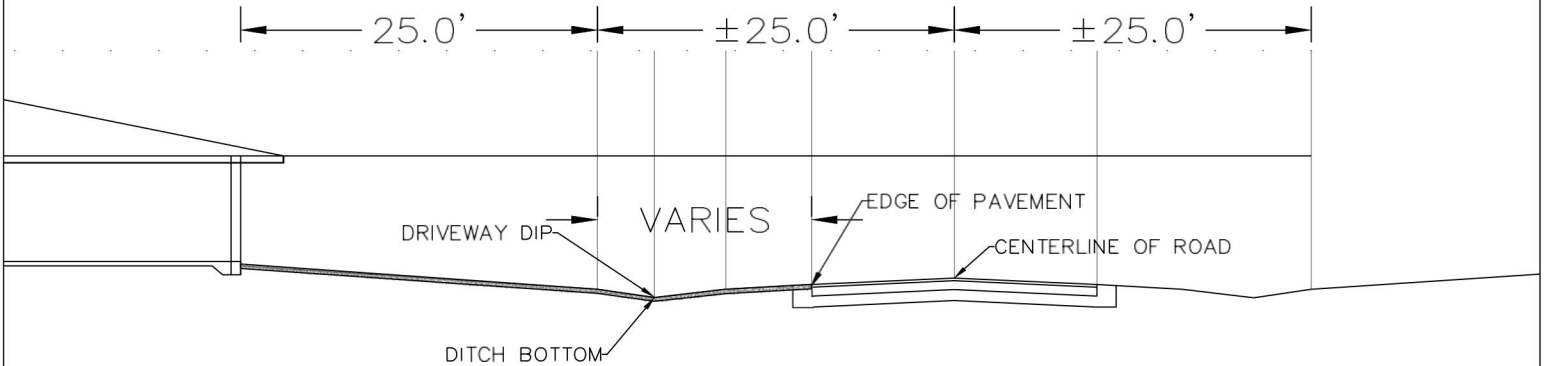
Driveway Specifications:

1. The driveway shall be 10 feet minimum width. The flares where the driveway meets the edge of pavement shall be a minimum of 10 feet wider (5 feet each side) than the width of the overall driveway and shall terminate perpendicular to the pavement for a distance of at least 1 foot to avoid a sharp corner break off. The flare depth (from edge of pavement to start of flare) shall be 6 feet minimum.
2. The type and thickness of the material for the driveway shall be 6" of 3,000 psi concrete with 1.5 pounds of fiber mesh per cubic yard or 6"x6" #10 woven wire mesh, minimum, within the right of way. Within the property, it may be reduced to 4" of 3,000 psi concrete with the same reinforcement. Alternate driveway material may be 1" Type S-1 asphalt and 6" Limerock or Shellrock base.
3. In areas where culverts are required, the size shall be determined by the City or their designee. The size will generally be determined by adjacent culverts in the area unless it is determined to need improvement. The minimum size for culverts shall be 15" round I.D. or its elliptical equivalent. The pipe material shall be dual wall HDPE (smooth interior) or reinforced concrete. The culvert shall extend 5 feet beyond the main width of the driveway. (If a 10 ft driveway, culvert shall be 20 feet long) Each end shall have a concrete miter constructed following FDOT design standards, current edition. Mitered end sections are required on all new or modified driveways requiring a culvert.
4. See attached Exhibits for additional details for required drawings/site plan.

EXHIBIT "A"

DRIVEWAY WITH DIP GRADES:

- DRIVEWAY DIP SHALL FOLLOW THE DITCH BOTTOM GRADE. DITCH BOTTOM SHALL BE THE SOIL LEVEL BELOW THE SOD SURFACE.
- ALTERNATE DIP MAY BE 4" BELOW EDGE OF PAVEMENT IF CITY ALLOWS OR AREA IS DESIGNED TO ACCOMMODATE A DRIVEWAY DAM SYSTEM.
- CROSS SLOPE OF DRIVEWAY, IN THE AREA OF THE DIP, SHALL BE 0.1ft OR ± 1.5 in TO PROMOTE FLOW OFF DRIVE AND REDUCE PONDING.

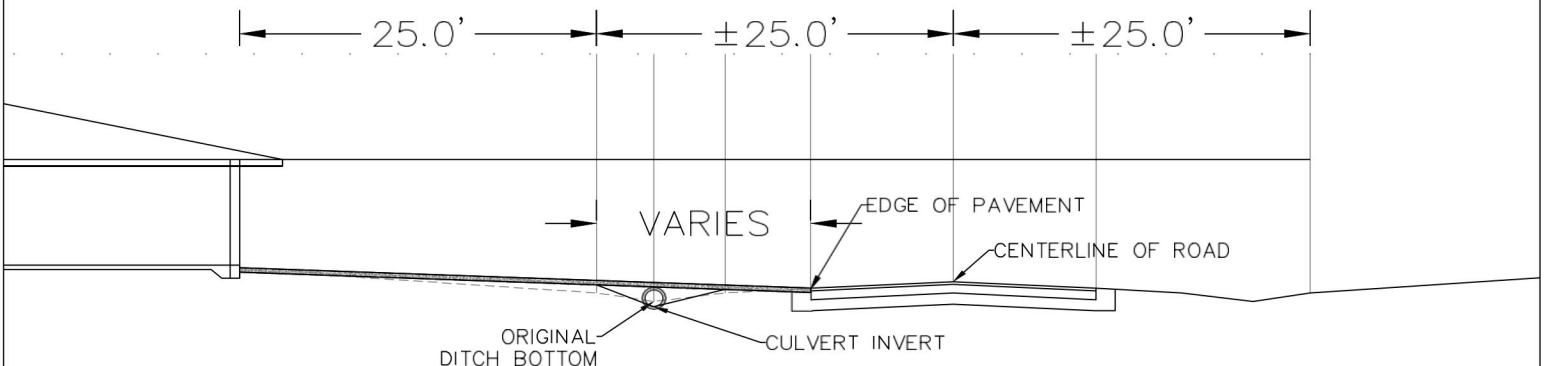


DITCH GRADES:

- DITCH SHALL NOT BE FILLED AND ALL GRADES MUST ACCOUNT FOR SOD.
- DITCH GRADE SHALL MATCH EXISTING, PRE-DEVELOPMENT, GRADE OR BE 12" BELOW EDGE OF PAVEMENT.

DRIVEWAY WITH CULVERT GRADES:

- DRIVEWAY CULVERT (15" MIN. DIAMETER) INVERTS SHALL BE APPROXIMATELY 1.5 TO 1.75 FEET BELOW EDGE OF PAVEMENT. THIS MAY VARY DEPENDING ON DITCH FITMENT AND DESIRED COVER OVER PIPE.
- CULVERT IS TO HAVE A 0.2% SLOPE (MINIMUM) FOLLOWING THE FLOW DIRECTION OF THE DITCH.



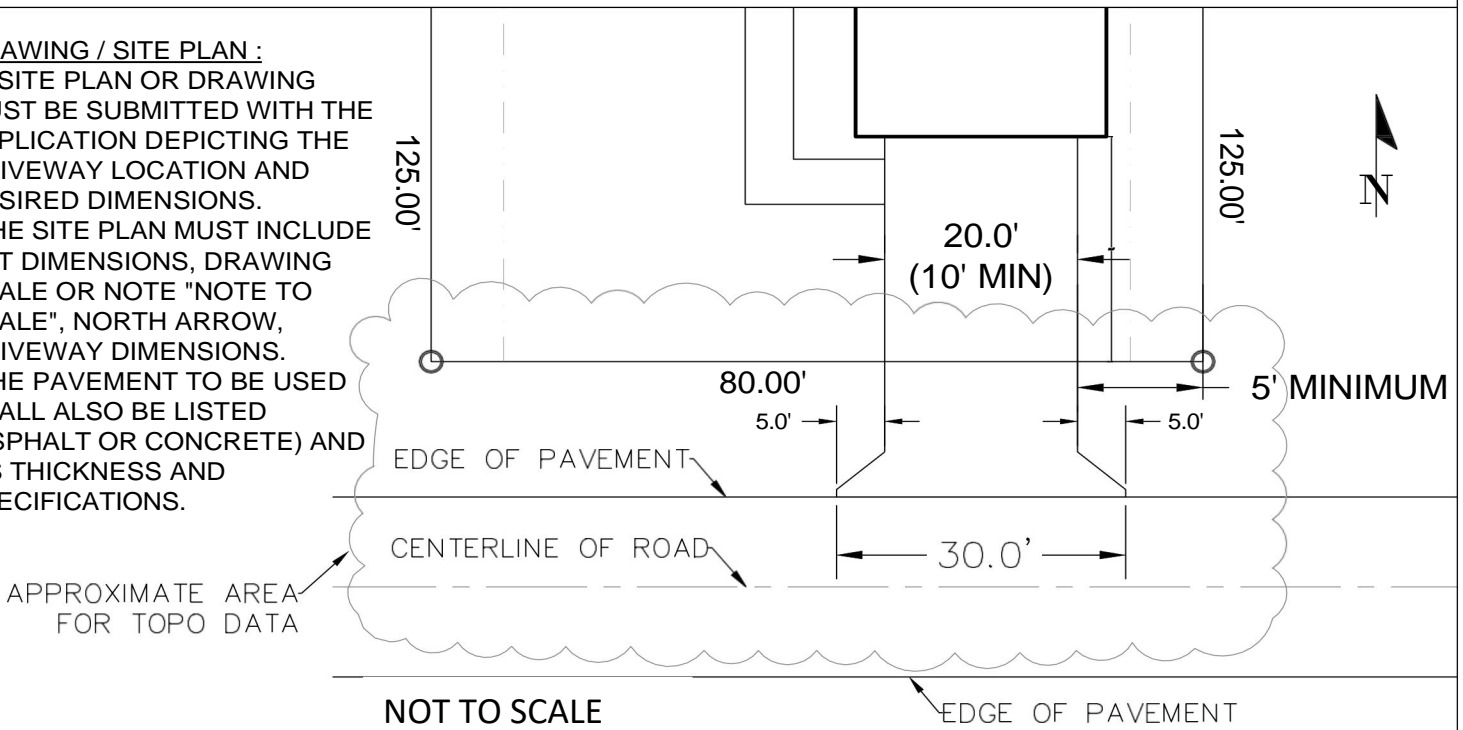
DITCH GRADES:

- DITCH SHALL NOT BE FILLED AND ALL GRADES MUST ACCOUNT FOR SOD.
- DITCH GRADE SHALL MATCH EXISTING, PRE-DEVELOPMENT, GRADE OR BE 12" (MINIMUM) BELOW EDGE OF PAVEMENT.
- DITCH TIE-INS TO CULVERTS MAY NEED TO BE SUMPED AND RE-GRADED TO TIE INTO THE PROPOSED CULVERT. THIS SHOULD HAPPEN OVER A 5 TO 10 FT LENGTH OF DITCH.

EXHIBIT "B"

DRAWING / SITE PLAN :

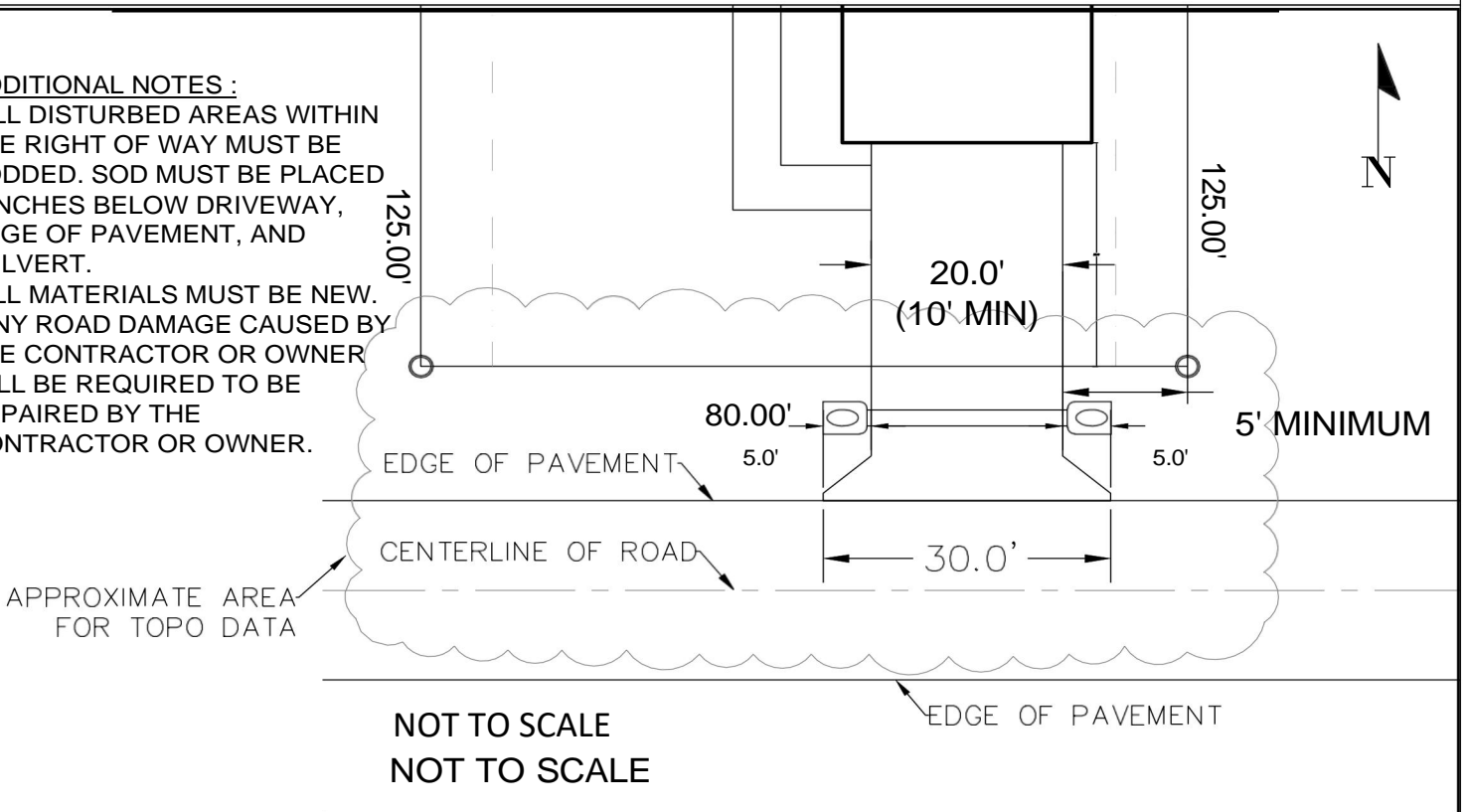
- A SITE PLAN OR DRAWING MUST BE SUBMITTED WITH THE APPLICATION DEPICTING THE DRIVEWAY LOCATION AND DESIRED DIMENSIONS.
- THE SITE PLAN MUST INCLUDE LOT DIMENSIONS, DRAWING SCALE OR NOTE "NOTE TO SCALE", NORTH ARROW, DRIVEWAY DIMENSIONS.
- THE PAVEMENT TO BE USED SHALL ALSO BE LISTED (ASPHALT OR CONCRETE) AND ITS THICKNESS AND SPECIFICATIONS.



EXAMPLE DRIVEWAY DIP INSTALLATION DRAWING

ADDITIONAL NOTES :

- ALL DISTURBED AREAS WITHIN THE RIGHT OF WAY MUST BE SODDED. SOD MUST BE PLACED 2 INCHES BELOW DRIVEWAY, EDGE OF PAVEMENT, AND CULVERT.
- ALL MATERIALS MUST BE NEW.
- ANY ROAD DAMAGE CAUSED BY THE CONTRACTOR OR OWNER WILL BE REQUIRED TO BE REPAIRED BY THE CONTRACTOR OR OWNER.



EXAMPLE DRIVEWAY W/ CULVERT INSTALLATION DRAWING