



**CITY OF SEMINOLE  
DRIVEWAY APPLICATION**

9199 113<sup>TH</sup> STREET N.  
SEMINOLE, FL 33772  
727-392-1966

ALL DRIVEWAYS ARE REQUIRED TO GET AN NPDES (STORMWATER)  
INSPECTION

**A SURVEY IS REQUIRED FOR ALL DRIVEWAYS. A RECORDED OR CERTIFIED COPY OF  
NOTICE OF COMMENCEMENT IS REQUIRED ON ALL WORK \$2500.00 OR GREATER IN  
VALUE.**

DATE \_\_\_\_\_ VALUATION OF JOB \$ \_\_\_\_\_ SQ FT \_\_\_\_\_

**CONSTRUCTION JOB ADDRESS** \_\_\_\_\_

**CONTRACTOR COMPANY NAME** \_\_\_\_\_

STATE LICENSE# \_\_\_\_\_ PCCLB# \_\_\_\_\_

ADDRESS OF CONTRACTOR \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE# \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

**PROPERTY OWNER NAME** \_\_\_\_\_ PH # \_\_\_\_\_

PROPERTY OWNER ADDRESS \_\_\_\_\_

DESCRIPTION OF WORK AND SQUARE FOOTAGE  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ZONING APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

PUBLIC WORKS APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

WAS THIS SITE VISITED YES \_\_\_\_\_ NO \_\_\_\_\_ DATE \_\_\_\_\_

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME OF APPLICANT \_\_\_\_\_

STATE OF FLORIDA COUNTY OF \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_

Who is \_\_\_\_\_ personally known to me or has \_\_\_\_\_ produced (type of  
Identification) \_\_\_\_\_ as identification and

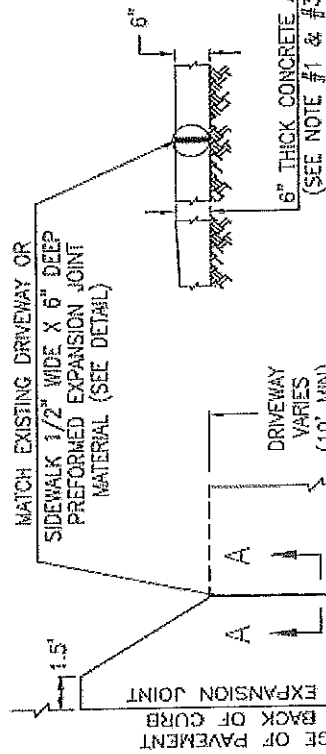
Who did take an oath.

\_\_\_\_\_  
Signature of Notary SEAL

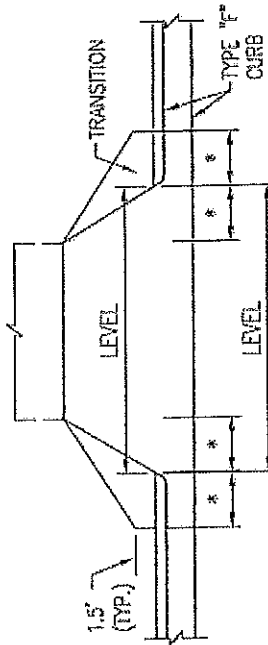
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Print / Type / Stamp Name of Notary Public

**NOTES**

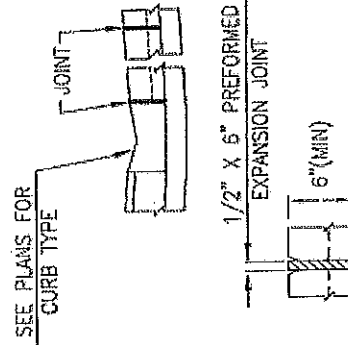
1. CONCRETE DRIVEWAY APRONS AND SIDEWALK CROSSINGS SHALL BE CONSTRUCTED OF CEMENT CONCRETE PAVEMENT (3000 PSI), 6" THICK REINFORCED WITH 6" X 6" #10/#10 WELDED WIRE FABRIC, (2" MINIMUM COVER FROM THE BOTTOM).
2. FIBER REINFORCED CONCRETE 3000 PSI (MIN.) MAY BE USED IN PLACE OF THE REQUIREMENTS OF NO. 1 ABOVE.
3. CONSTRUCTION OF APRON/DRIVEWAY CROSS SLOPES AND SIDEWALK CROSS SLOPE THROUGH THE DRIVEWAY SHALL COMPLY WITH FOOT INDEX NO. 515 (SHEETS 3 & 4 OF 5) FOR ADA REQUIREMENTS.
4. REMOVE TREE ROOTS WITHIN 10" OF PROPOSED GRADE.
5. WHEN THERE IS EXISTING SIDEWALK CROSSING THE PROPOSED DRIVEWAY, IT MUST BE REMOVED TO THE NEAREST JOINT BEYOND THE DRIVEWAY.
6. SIDEWALKS ADJACENT TO LOT PROPERTY LINES SHALL NOT HAVE A CROSS SLOPE GREATER THAN 2% PER FOOT INDEX 310.
7. CORNER LOTS INVOLVING HANDICAP RAMPS SHALL BE IN ACCORDANCE WITH FOOT INDEX 304 FOR SIDEWALK AND RAMP CONSTRUCTION.
8. SPECIAL NOTE FOR ASSESSMENT PROJECTS ONLY: IF THE DISTANCE BETWEEN THE APRON AND THE EXISTING DRIVEWAY IS 2'-0" OR LESS, THE CONTRACTOR SHALL EXTEND APRON CONSTRUCTION TO CONNECT TO EXISTING DRIVEWAY (PAYABLE UNDER THIS CONTRACT). IF THIS DISTANCE IS GREATER THAN 2'-0", CONSTRUCTION OF THE DRIVEWAY SHALL BE AGREED UPON BY THE PROPERTY OWNER AND CONTRACTOR, AT THE PROPERTY OWNER'S EXPENSE.



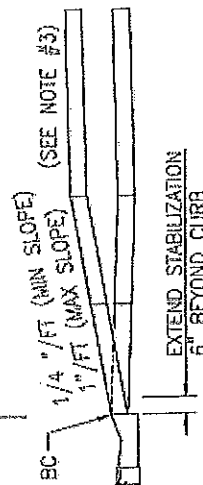
**SECTION A-A**



(\* SEE FOOT INDEX NO. 515 FOR DIMENSIONS)



**JOINT DETAIL**

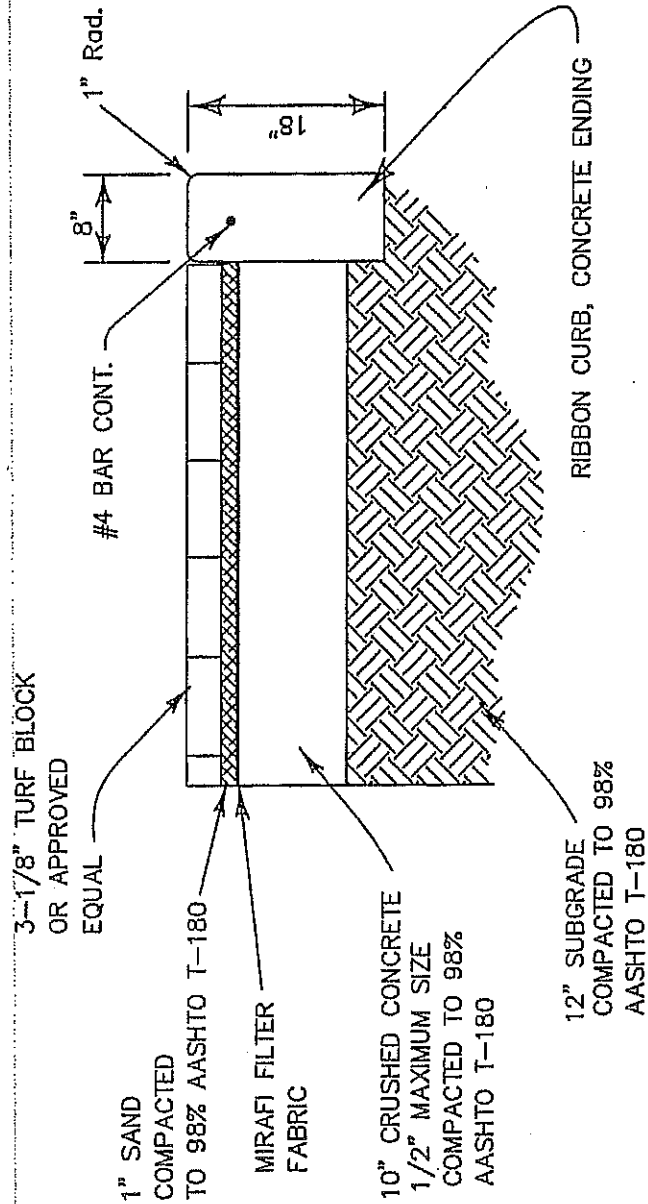


**PLAN AND PROFILE VIEW**

DEPARTMENT OF PUBLIC WORKS  
PINELLAS COUNTY, FLORIDA

**CONCRETE DRIVEWAY APRON**

APPROVED BY:	DATE:	SHEET:	INDEX:
DIRECTOR OF PUBLIC WORKS	7/03	1 of 1	1340



NOTE: THE 1" SANDY LAYING COURSE SHALL BE WELL GRADED, CLEAN WASHED SAND WITH 100% PASSING A 3/8 SIEVE AND A MAXIMUM OF 3% PASSING A NO. 200 SIEVE SIZE

# BRICK PAVING DETAIL

(c) Any modification to the pre-emption equipment installed shall be "state of the art" and compatible with existing emergency vehicle pre-emption equipment.

(d) All residential communities consisting of five or more homes and golf courses currently enclosed by security gates or other areas previously accessed by key or electronically coded systems shall be required to install Opticom equipment which is 100 percent compatible with the 3M brand Opticom Priority Control Equipment installed by the city.  
(Ord. No. 33-2001, §§ 1-4, 8-28-01)

**Secs. 38-52—38-59. Reserved.**

**ARTICLE IV. DRIVEWAY APPROACHES AND STREET IMPROVEMENTS**

**Sec. 38-60. Definitions.**

For the purposes of this article certain words and phrases used in this article are defined as set forth and shall have the meanings ascribed to them, except where the context clearly indicates a different meaning:

*Apron* means the portion of the driveway approach extending from the property side of the curb to the sidewalk section and lying between the end slopes of the driveway approach.

*Curblin*e means the inside edge of the top of the curb. In areas where no curb is required, it is the edge of the pavement.

*Curb return* means the curved portion of a street curb at street intersections or the curved portion of a curb in the end slopes of a driveway approach.

*Driveway* means an area on private property where automobiles and other vehicles are operated or allowed to stand.

*Driveway approach* means an area, construction or improvement between the roadway of a public street and private property intended to provide access for vehicles from a public street to a definite area of the private property, such as a parking area, a driveway or a door at least seven feet wide, intended and used for the ingress and

egress of vehicles. The component parts of the driveway approach are termed the apron, the end slopes or the curb return, and the sidewalk section.

*End slopes* means the portions of the driveway approach which provide a transition from the normal curb and sidewalk elevations to the grade of the apron, either by means of a sloping surface or by means of a curb return together with the area between the projected tangents of the curb return.

*Property frontage* means and includes approach areas directly in front of property owned or under the control of the applicant, and such area as may be directly in front of adjoining property which is used for approach purposes by right of easement or agreement with the adjoining property owner.

*Sidewalk section* means the portion of the driveway approach lying between the back, or property edge of the sidewalk and the end slopes measured at the front, or street, edge of the sidewalk.  
(Ord. No. 23-2008, § 1, 10-14-08)

**Sec. 38-61. Permit—Required.**

No person, firm or corporation shall remove, alter or construct any curb, sidewalk, driveway approach, gutter, pavement or other improvement in any public street, alley or other property owned by or dedicated to or used by the city and over which it has jurisdiction to, without first obtaining a permit from the city building division, and no permit shall be granted until the applicant files with the city building division for its approval a copy of a drawing showing the location and size of all such proposed improvements to serve the property affected.  
(Ord. No. 23-2008, § 1, 10-14-08)

**Sec. 38-62. Permit—Application.**

Application for permits to construct such improvements shall be made to the city building division on forms provided for that purpose. The

city has the authority to promulgate required specifications and details that may be included as part of a permit application.  
(Ord. No. 23-2008, § 1, 10-14-08)

**Sec. 38-63. Permit—Approval and issuance.**

Before approving the drawing of such improvement and issuing the permit, the public works director shall establish that the proposed improvement is in conformance with the provisions and standards hereinafter set forth.  
(Ord. No. 23-2008, § 1, 10-14-08)

**Sec. 38-64. Public property use restrictions.**

City road rights-of-way may not be used for the private or commercial purpose of meeting the Code's minimum parking requirements, and a permit for the construction of a driveway approach shall not be issued unless all vehicles to be used, served, or serviced can be parked entirely within the private property lines.  
(Ord. No. 23-2008, § 1, 10-14-08)

**Sec. 38-65. Prohibited locations.**

(a) At street intersections no portion of any driveway approach, including end slopes, shall be permitted within the intersection curb return.

(b) At street intersections in noncommercial or residential areas, no portion of any driveway approach, including end slopes, shall be permitted within 50 feet of the intersection curb return.  
(Ord. No. 23-2008, § 1, 10-14-08)

**Sec. 38-66. Driveway approach standards.**

The following standards shall apply:

(1) *Single-family, duplex:*

- a. Minimum width, ten feet (20 feet minimum width for single duplex drive).
- b. Maximum width, 24 feet on collector and arterial roads; 30 feet on local subdivision roads.
- c. Fifteen feet minimum radii required for rural section.
- d. Department of transportation standard flares required for a road that

has urban curb and gutter section.  
(No curbs for driveway permitted within right-of-way; wheelchair access to be provided.)

- e. Where a driveway crosses a ditch, a six-foot minimum stabilized shoulder, with three-fourths-inch to one foot slope, each side of driveway pavement will be required.
- f. On a driveway where a culvert is to be installed, the end of the culvert shall not extend beyond the side of property line prolonged. If the end of the culvert creates a hazardous condition in relation to the end of an existing culvert, the proposed culvert should be extended and connected to the existing culvert with a ditch bottom inlet or junction box.
- g. Culverts shall be a minimum of 15 inches R.C.P. or hydraulic equivalent (galvanized asphalt-coated corrugated metal pipe will be acceptable only on residential and duplex driveways).
- h. Culvert length (L) to be determined by the following:  
L = Pavement width plus total shoulder width (12-foot min.) plus two times (four times the depth of the ditch), or L = Pavement Width + Shoulder Width + 2 (4d)
- i. Mitered end sections are required on all culvert installations, as per state department of transportation standard detail index 273.
- j. Justifications for size of culvert must be submitted, along with flow line elevations (inverts).
- k. A minimum flow of 2.5 feet per second must be maintained as a cleansing velocity in all culverts.
- \* 1. Driveway construction from edge of pavement to the property line shall consist of the following:
  1. One-inch PC-3 asphalt surface, six-inch limerock base compact to 98 percent density.



- 2. Six-inch thick 3,000 psi concrete, with six-inch by six-inch no. 10 welded wire mesh. (Existing sidewalk to be replaced where it does not meet this criteria.)
- 3. Gravel or shell driveways will be allowed subject to compliance with all applicable standards listed above and the following stipulations:
  - i. The Public Works Director shall reserve the right to refuse use of a non-suitable material.
  - ii. A pad for the protection of existing pavement shall be constructed.
- m. Driveway construction which requires removal of a vertical curb (raised curb) shall have pavement saw cut at curbline prior to removing existing curb and replaced with a header curb or valley in accordance with existing type.
- n. Driveway construction where Miami type curb (mountable) exists must tie to the back of the curb.
- o. If culvert is to be installed the entire length of the property, underdrains shall be installed (six-inch minimum PVC perforated), (inlets to be installed every 120 feet or less).
- p. Frontage of 50 feet or less shall be limited to one driveway. Not more than two driveways shall be permitted for any one property fronting on the same road. Sides of multiple road frontage lots may also have driveway approaches in conformity with the provisions of this section, notwithstanding that such lots have driveway approaches on their frontage area.

Relief from this subsection may be approved by the public works director as deemed appropriate.

- (2) *Multi-family and non-residential.*
  - a. Minimum width 24 feet (16 feet if driveway is signed and marked as one-way).
  - b. Maximum width 40 feet (plus radii and/or flares).
  - c. Entrance radii (rural section):
    - 1. Thirty-five feet minimum entrance radius required.
    - 2. Twenty-five feet minimum exit radius required.
  - d. Addition of pavement for acceleration/ deceleration lanes and additional pavement for case III through case VI to arterial, collector and commercial roads must comply with county standards.
  - e. Case I and II entrances are to be overlaid with one and one-half inches of PC-3 asphalt to the center of the road, including the addition (feather edge at center of road).
  - f. Case III, IV and VI, entrances and modifications thereof, are to be overlaid the entire width of the road with one and one-half inches of PC-3 asphalt.
  - g. Department of transportation standard flares are required for urban curb and gutter sections unless radii are otherwise specified by traffic engineering.
  - h. A six-foot shoulder, each side of pavement, will be required.
  - i. On driveways where a culvert is to be installed, the end of the culvert shall be no closer than six feet to side property lines. If the end of the proposed culvert creates a hazardous condition in relation to the end of an existing culvert, the proposed culvert shall be extended and connected to the existing culvert with a D.B.I. (except common driveway).
  - j. On driveways where culvert is not to be installed, a six-foot setback from



# CITY OF SEMINOLE

*Achieving Service Through Dedication*

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## **NOTICE TO CONTRACTORS, CITY OF SEMINOLE**

Please note that you have been provided a brochure and advised of the Florida Department of Environmental Protection as it relates to the Florida NPDES (National Pollutant Discharge Elimination System) Stormwater Permitting Program for Construction Activity requirements.

Job Site Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

\*A new online system called Interactive Notice of Intent (INOI) is now available to the public. Applicants that use INOI can complete, save, edit, pay for (using a credit card) and submit NPDES Stormwater applications online. The use of INOI is encouraged but voluntary. Applicants can still submit paper notices. INOI is available at [www.dep.state.fl.us/water/stormwater/npdes/](http://www.dep.state.fl.us/water/stormwater/npdes/)

5. If you complete a paper NOI, submit it along with the application fee, as indicated below, to the NPDES Stormwater Notices Center. Authorization is usually granted 48 hours after the date the complete NOI is postmarked to the Notices Center:

The fee is required by Rule 62-4.050(4)(d), F.A.C. Make checks payable to the Florida Department of Environmental Protection.

Large Construction (disturbs 5 or more acres of land) is \$400.

Small Construction (disturbs between 1 and 5 acres) is \$250.

6. Re-apply for coverage every five years (if the construction activity extends beyond a 5-year period) or submit an NOI to terminate coverage.

### Where Can I Find More Information?

DEP's Web site provides more information on program - coverage and requirements, useful Web links, and electronic versions of the OGP, all regulations and forms cited herein, and SWPPP guidance. In addition, the NPDES Stormwater - Notices Center provides hardcopies of permits and forms. -

#### NPDES Stormwater Section

Florida Department of Environmental Protection -  
2600 Blair Stone Road, MS #2500 -  
Tallahassee, FL 32399-2400 -  
(850) 245-7522 -  
Email: [NPDES-stormwater@dep.state.fl.us](mailto:NPDES-stormwater@dep.state.fl.us) -

#### INOI

[www.dep.state.fl.us/water/stormwater/npdes/](http://www.dep.state.fl.us/water/stormwater/npdes/)

#### NPDES Stormwater Notices Center

Florida Department of Environmental Protection -  
2600 Blair Stone Road, MS #2510 -  
Tallahassee, FL 32399-2400 -  
(866) 336-6312 (toll free) or (850) 297-1232



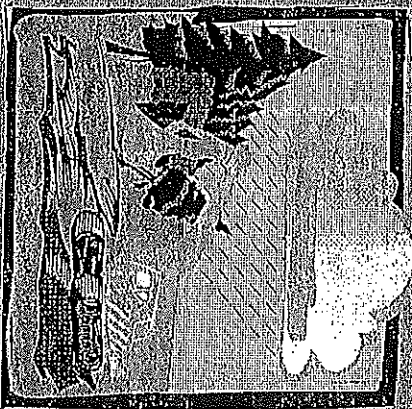
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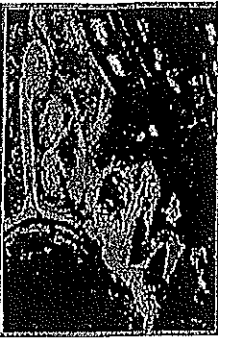
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Florida Department of Environmental Protection  
NPDES Stormwater Section  
2600 Blair Stone Road, MS #2500  
Tallahassee, FL 32399-2400

The Florida NPDES  
Stormwater  
Permitting  
Program for

# CONSTRUCTION Activity





## What is Florida's NPDES Stormwater Permitting Program for Construction Activity?

In October 2000, the U.S. Environmental Protection Agency (EPA) authorized the Florida Department of Environmental Protection (DEP) to implement the National Pollutant Discharge Elimination System (NPDES) stormwater permitting program in the State of Florida (with the exception of Indian Country lands). The program regulates point source discharges of stormwater runoff from certain construction sites and was developed by EPA in two phases: Phase I regulates "large" construction activity (disturbing 5 or more acres of total land area) and Phase II regulates "small" construction activity (disturbing between 1 and 5 acres of total land area).

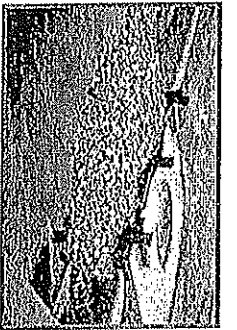
The "operator" (i.e., the entity that owns or operates the project and has authority to ensure compliance) of regulated construction sites must obtain an NPDES stormwater permit and implement appropriate pollution prevention techniques to minimize erosion and sedimentation and properly manage stormwater. DEP adopted under Rule 62-621.300(4), F.A.C., the *Generic Permit for Stormwater Discharge from Large and Small Construction Activities (CGP)* (DEP Document 62-621.300(4) (a)) which is applicable to Phase I large construction and Phase II small construction.

It is important to note that the permit required under DEP's NPDES Stormwater permitting program is separate from the Environmental Resource Permit (ERP) required under Part IV, Chapter 373, FS, a stormwater discharge permit required under Chapter 62-25, F.A.C., or any local government's stormwater discharge permit for construction activity.

## Which Construction Activities Are Regulated Under The Program?

DEP's permitting program regulates construction activity that meets the following criteria:

- Contributes stormwater discharges to surface waters of the State or into a municipal separate storm sewer system (MS4).
- Disturbs one or more acres of land. Less than one acre also is included if the activity is part of a larger common plan of development or sale that will meet or exceed the one acre threshold. Disturbance includes clearing, grading and excavating.



## What Does the CGP Require?

- A *CGP Notice of Intent* (NOI) (DEP Form 62-621.300(4) (b)) must be submitted to DEP.
- A Stormwater Pollution Prevention Plan (SWPPP). In part, the plan must include the following:
  - A site evaluation of how and where pollutants may be mobilized by stormwater.
  - A site plan for managing stormwater runoff.
  - Identification of appropriate erosion and sediment controls and stormwater best management practices (BMPs) to reduce erosion, sedimentation, and stormwater pollution.
  - A maintenance and inspection schedule.
  - A recordkeeping process, and:
    - Identification of stormwater exit areas.
- A *Notice of Termination* (NOT) (DEP Form 62-621.300(6)) must be submitted to DEP to discontinue permit coverage. An NOI may be submitted only when the site meets the eligibility requirements for termination specified in the CGP.

## What Are Some Examples of BMPs?

A comprehensive SWPPP includes both structural and non-structural controls. Some commonly used controls follow:

- **Structural Controls**
  - **Retention Ponds.** Permanent structures designed to allow time for sediments to settle and water to infiltrate the ground.
  - **Temporary Sediment Basins.** Structures designed to detain sediment-laden runoff from disturbed areas long enough for sediments to settle out and control the release of stormwater.
  - **Entrance/Exit Controls.** Temporary controls, such as gravel, used to stabilize the entrances/exits to the site to reduce the amount of soils transported onto paved roads by vehicles (known as "track-out").
  - **Silt Fencing.** A temporary erosion and sediment control used to prevent dirt from entering waterways before bare soil is stabilized with vegetation.
  - **Berms.** A temporary erosion and sediment control that physically prevents polluted runoff from entering nearby storm drain inlets and waters.
- **Non-Structural Controls**
  - **Stabilization.** Techniques such as sodding, seeding/mulching and stone cover, which reduce the erosion of exposed soils and steep grades.
  - **Phased Construction.** Scheduling construction to occur during the dry season or to minimize the amount of land cleared at any one time.
  - **Good Housekeeping.** Techniques such as oil and fuel containment, spill prevention and clean-up, and street sweeping of "tracked-out" soils, which help prevent the contamination of stormwater runoff.



## How Do I Obtain Permit Coverage?

To obtain NPDES stormwater permit coverage, complete the following steps:

1. Obtain a copy of the CGP.
2. Carefully read the permit language.
3. Develop and implement a SWPPP.
4. Complete an NOI in its entirety online using the INOI system \* or by submitting a paper NOI.