

PERMIT NUMBER: _____
BAY COUNTY FLORIDA
ACCESS CONNECTION FOR
COMMERCIAL DEVELOPMENT AND SUBDIVISIONS

Instructions to Applicant

- If applying for a new road intersection, provide distances from all intersecting roads and median openings as follows:

Service Area	Type Road	Posted Speed	Distance either side of proposed connection
Rural	Arterial	All	¼ Mile
Other	Arterial	45 mph +	660 feet
Other	Arterial	<45 mph	330 feet
Rural	Collector	All	¼ Mile
Other	Collector	35-45 mph	445 feet
Other	Collector	10-30 mph	245 feet
Rural	Local	All	445 feet

- New road names must be assigned or approved by Bay County Addressing.
- If for a commercial driveway, distances should extend 300 feet on either side of the driveway centerline
- Show all objects over 18 inches above the edge of pavement that may encroach on the sight distance triangle per FDOT Index 546.
- Provide Application Fee of \$240.00.
- Provide a drawing of the plan view and cross-section connection detail that shows pavement layers, shoulders, and how roadside drainage flows past the driveway.
- Drawings must be legible, to scale, and on a maximum 24" x 36" size.
- Provide federal/state stormwater and dredge and fill permit application or letter of exemption from permitting agencies.
- **NOTICES:**
 - Any future maintenance or repairs on the driveway are the sole responsibility of the PROPERTY OWNER.
 - Driveway construction must commence within two (2) years of permit issuance. This permit will expire two (2) years from the date of issue if the driveway's construction has not yet started.

APPLICANT: Please Print or Type

Check one:

- Owner Designated Agent (Must provide notarized letter of authorization with permit)

Name: _____

Company: _____

Address: _____ City _____

State: _____ Zip: _____ Phone: _____ Email: _____

Name of Project _____

LAND OWNER: (if not applicant)

Name: _____

Company: _____

Address: _____ City _____

State: _____ Zip: _____ Phone: _____ Email: _____

Parcel ID (RE number) _____

INFORMATION ABOUT THE ROAD CONNECTING TO

Name of Road: _____

Functional Classification of Road: _____

Posted speed limit at proposed connection: _____

Service Area (check one): Rural Other

Provide an estimate of the daily traffic volume anticipated for the entire property at build-out. **A \$2,500 fee is required if a traffic impact analysis is necessary.*

Daily Traffic Estimate: _____
(Use the latest Institute of Transportation (ITE) Trip Generation Report)

Please provide the ITE Trip Generation Report, the land use code, the independent variable, and the corresponding reference page number below:

ITE Land Use Code	Independent Variable	ITE Report page number reference

For commercial driveway corner clearance to the nearest road intersection >125 feet YES NO

Notes to Applicant:

Permittee is responsible for the maintenance of traffic (MOT) in work zones that comply with the MUTCD and FDOT Indexes.

Pavement Type:

Flexible – Pavement thickness _____ inches. Rigid – Pavement thickness _____ inches.

Drainage Type:

Culvert Size _____

Pipe cover measured from bottom of base to top of pipe _____

Note: Minimum cover required _____ (reference FDOT Index 205)

Pipe Material Type (check one: RCP Hardie Pipe BCCMP

Swaled: change pavement in slope _____ (cannot exceed 12 percent)

Driveway centered at the drainage break.

Other _____

Other requirements (show on plans)

Driveway has a minimum of 5-foot shoulder.

Road shoulder slope and width per FDOT Design Standards

30-32 inch sod strip

All disturbed areas in the right of way restored and sodded or seeded per the following:

Up to 1:4 (V: H) slope seed or sod, >1:4<1:3 sod, >1:3<1:2 sod lapped and pinned, >1:2 not allowed.

Any future maintenance and/or repairs on the driveway are the sole responsibility of the property owner. By signing this application, the applicant certifies that all necessary state, federal, and local permits for this work shall be obtained before the start of construction activities authorized by this permit.

Applicant's Signature: _____ Date: _____

Permit Approved: _____
(Date)

BAY COUNTY PUBLIC WORKS DIVISION

BY: _____

Connection system inspected and approved by: _____ Date: _____