



Community Development Department

Building & Fire Division

1065 RIDGEWOOD AVENUE

HOLLY HILL, FLORIDA 32117-2807

(386) 248-9442

Email: permitdesk@hollyhillfl.org

PERMIT NO _____

PERMIT TECH _____

Revised 5/2018

APPLICATION FOR DRIVEWAY / PARKING LOT / PAVING PERMIT

SURVEY REQUIRED WITH THIS APPLICATION

JOB INFORMATION:		
SITE ADDRESS: _____		
PROPERTY OWNER: _____		
ADDRESS: _____		
CITY: _____	STATE: _____	ZIP CODE: _____
PHONE: _____	FAX: _____	E-MAIL: _____
<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> COMMERCIAL	JOB COST: _____
<input type="checkbox"/> New Driveway	<input type="checkbox"/> Replacement Driveway	
<input type="checkbox"/> Asphalt Driveway W/Approach	<input type="checkbox"/> Concrete Driveway W/Approach	
<input type="checkbox"/> Parking Lot New Pavement and Striping	<input type="checkbox"/> Parking Lot Resurfacing, Replacement / Repair	
<input type="checkbox"/> Parking Lot Restriping Only	<input type="checkbox"/> Other asphalt / paving related - attach narrative	

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION
IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

NAME OF COMPANY (PLEASE PRINT) _____

NAME OF QUALIFIER: _____

ADDRESS: _____

PHONE NO.: _____

FAX NO.: _____

E-MAIL: _____

I HEREBY MAKE APPLICATION FOR PERMIT AS NOTED HEREIN AND IF SAME IS GRANTED I AGREE TO CONFORM TO ALL BUILDING DIVISION REGULATIONS AND CITY ORDINANCES REGULATING THE SAME AND IN ACCORDANCE WITH PLANS SUBMITTED. THE ISSUANCE OF THIS PERMIT DOES NOT GRANT PERMISSION TO VIOLATE ANY APPLICABLE CITY AND/OR STATE OF FLORIDA CODES AND/OR ORDINANCES.

PERSONALLY APPEARED _____ WHO ON OATH SAYS, THAT HE/SHE IS THE APPLICANT FOR THE FOREGOING, THAT ALL THE STATEMENTS MADE ON THIS APPLICATION ARE TRUE TO THE BEST OF HIS/HER KNOWLEDGE, AND THAT THE WORK TO BE DONE IS AUTHORIZED BY THE OWNER AND WILL BE DONE BY CONTRACT WITH _____ (CONTRACTOR/OWNER).

Authorized Signature: _____

FLORIDA, COUNTY OF VOLUSIA

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by

_____, who is personally known to me or who has produced

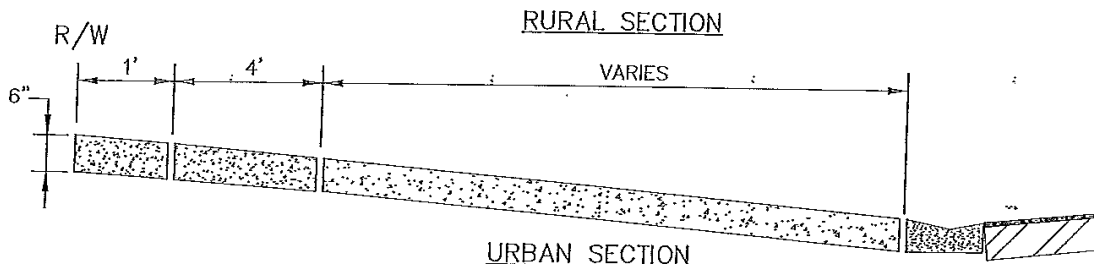
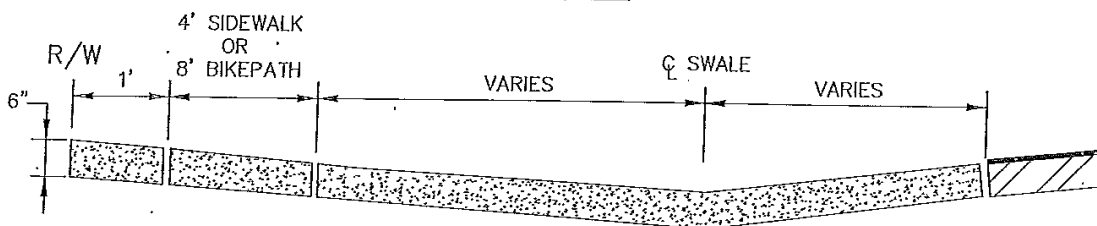
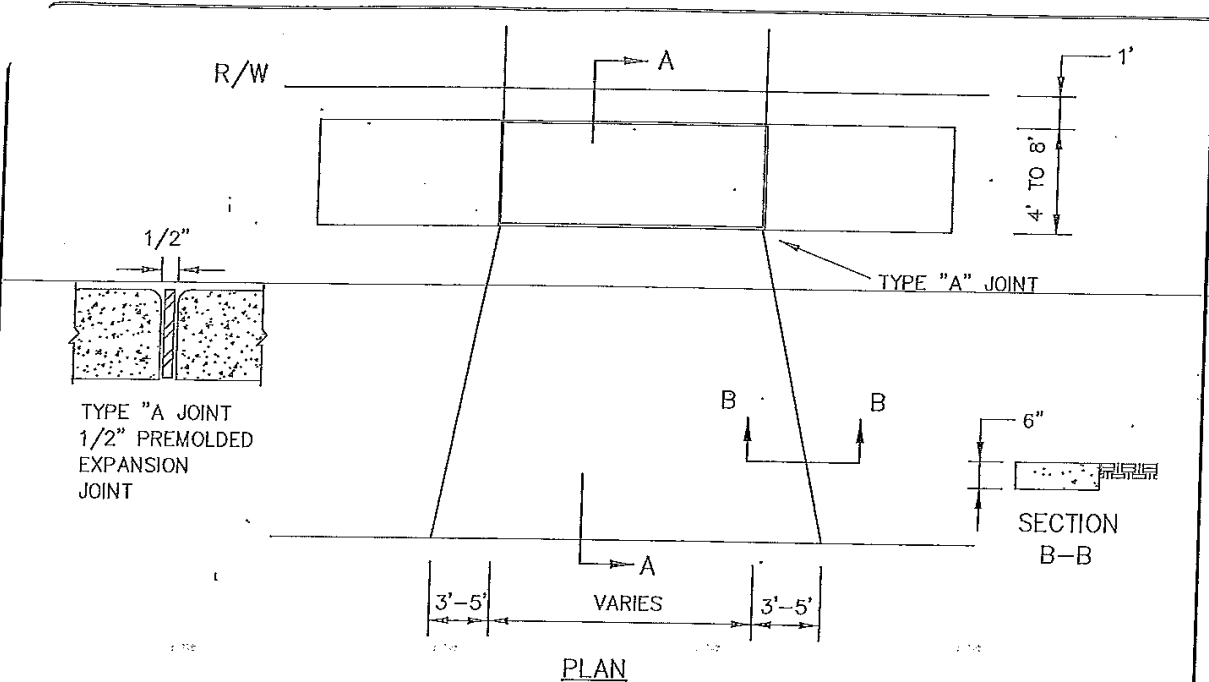
_____ as identification.

_____ Notary Public

STAMP:

THIS PERMIT SUBJECT TO THE FOLLOWING CONDITIONS:

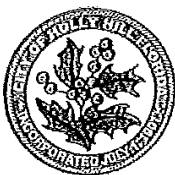
- 1. Where driveways are to be constructed of asphalt, the portion within the right-of-way shall be constructed on a sub-base compacted to 98% maximum density. The base shall be a minimum of 6" of lime rock, shell rock or crushed concrete and the asphalt wearing surface shall be a minimum of 1" thick.**
- 2. Where driveways are to be constructed of concrete, the thickness shall be a minimum of 5" and the 28 days compressive strength shall be a minimum of 3000 psi.**
- 3. Owner is responsible for locating utilities and notifying appropriate agencies if applicable.**



(SECTION A-A)

NOTES:

1. DRIVEWAY APRON BASE TO BE COMPACTED AND TESTED TO 98% DENSITY WITH MINIMUM L.B.R. 40 BASED ON AASHTO T-180 MODIFIED PROCTOR TEST.
2. CONCRETE DRIVEWAY APRON TO BE 28 DAY, 3000 P.S.I.



STANDARD CONSTRUCTION DETAIL
DRIVEWAY APRON

FILE NAME:

M6.DWG

DETAIL REF:

M-6

**PARKING LOT
REPAIRS, RESURFACING, REPLACEMENT AND GENERAL PAVING REQUIREMENTS
(NOT NEEDED FOR DRIVEWAYS ONLY)**

What type of work needs a permit?

The following types of work are required to be permitted and inspected by the City of Holly Hill:

- resurfacing
- replacement
- striping / restriping
- resealing
- repair

Routine maintenance of parking lots, such as a small pothole repair, do not require a permit.

Mixture and other product submittals are generally not required. The Building Department inspects all parking space related restriping while Public Works inspects traffic control and storm-water related items.

To receive approval for the above mentioned work, the following must be submitted:

1. Permit Application
2. Survey of existing conditions
3. Drawings showing proposed work (2 copies)
 - Show location(s) of proposed work
 - Show type of proposed work for each location with dimensions to scale (full depth pavement repair, milling and overlaying, direct overlay, curb replacement, resurfacing, striping, etc.)
 - Provide total quantities for each type of proposed work (area of milling and overlaying, length of curb replacement, etc.)
4. Construction cost estimate for work
 - Typically a signed contract can be used as the construction cost estimate
5. Fees (paid at the time of permit issuance) – The cost estimate will be used to determine permit cost

IF YOU WILL BE DOING ANY WORK IN THE RIGHT-OF-WAY, YOU WILL NEED A RIGHT-OF-WAY-PERMIT FROM PUBLIC WORKS.

NEW PAVEMENT / ASPHALT MAY REQUIRE SITE PLAN REVIEW AND REVIEW BY AN OUTSIDE STORM-WATER ENGINEER FOR WHOS FEES THE APPLICANT WILL BE RESPONSIBLE.

PLEASE MAKE SURE THAT YOUR SUBMISSION CONTAINS ITEMS 1 THROUGH 5 ABOVE OR THE PROCESSING OF YOUR APPLICATION MAY BE DELAYED.