



Development & Growth Management

FAST PASS RESIDENTIAL DRIVEWAY

Virtual Submittal Requirements List

Residential Driveway – Providing access to a single family or two family dwelling.

To facilitate the virtual appointment, it is required that the [Residential Miscellaneous Application](#) type be initiated online prior to the appointment and all required documents uploaded to the record.

Documentation required:

☐ Site Plan

- ☐ **Location and Dimensions.** Plan indicating location and dimensions of proposed driveway, all property lines, and right of way dimensions.
- ☐ **Site Elevations.** For driveway less than 1,000 square feet assumed elevations on a 25' grid and 10' past the property lines.
- ☐ **Survey.** If proposed driveway is greater than 1,000 square feet:
 - ☐ Signed and sealed topographical survey with elevations on a 25' grid and 10' past the adjacent property lines.
- ☐ **Trees.** Identify all trees within 20' of proposed work (including species and diameter of each). Specimen trees 24" DBH (diameter breast height – see Exhibit E) require a minimum of 15' foot protective distance and Grand Trees 32" DBH or larger require a minimum of 20 foot from the construction.
- ☐ **Ditches.** If the driveway crosses a ditch system in the City of Tampa right-of-way, all standard details required per section IV.C.3 of the Stormwater Technical Manual must be on the plan.
- ☐ **Pavers.** If the driveway will be constructed using paver blocks, a paver edge detail may be required on the plan.

Important

Projects with encroachments into the listed tree protective distances must have the plan certified by an approved arborist under the COT self-certified arborist program.

- ☐ **Completed** [Owner-Builder Acknowledgement form](#) (if applicable)