



PUBLIC WORKS DEPARTMENT
Right Of Way Management Office
ACCESS (DRIVEWAY) PERMIT APPLICATION

DRIVEWAY PERMIT NO.

For Hillsborough County Office Use Only

Maintenance Service Unit

Fee Charged \$ _____ | Fee Paid \$ _____ | Paid Date ___/___/___ | Paid by: ___Cash ___Check ___Credit Card

Contractor/Organization:		Contact Name:		Date:	Contractor License:
Contractor Doing Work For:		Their Phone:			
Address:		Phone:			
24-hour Emergency Contact Name:		Fax:			
24-hour Phone:					
Check preferred method of permit approval notification: <input type="checkbox"/> Phone <input type="checkbox"/> Fax <input type="checkbox"/> E-mail:					
Name of Road		Section	Township	Range	
Address of Proposed Driveway					
Nearest Cross Street					
Driveway Access	Type I	Residential: Average Daily Traffic < 50		Base fee \$50 + \$50	
Please check the appropriate box.	Type II	Commercial: 50 < Average Daily Traffic < 1500		Base fee \$50 + \$75	
	Type III	Commercial: Average Daily Traffic > 1500		Base fee \$50 + \$125	

The access proposed will be completed using _____ as the surface course.

SIGNATURE OF PERMITTEE REQUIRED:

I have read and understand and agree to the terms on the second page.

Signature of permittee **X** _____

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Hillsborough County Approval: This form shall, upon appropriate county signatures or separate approval letter, become the permit. All work performed under this permit shall be done in accordance with ordinance 92-22 and the Utility Accommodation Guide.

APPROVED BY: _____ DATE: _____

Permit Closure Section – to be completed by Permittee upon Completion of Work

Permittee certifies work has been completed in accordance to the permit.

Submitted by (Signature & Title): _____ Date: _____

Owner (if required): _____ Date: _____

I, the undersigned, do hereby attest that the construction approved by the subject Permit was installed in accordance with the permit requirements and in accordance with the County's Utility Accommodation Guide and Rights-of-Way Use Procedures and that all changes have been noted in the Record Drawings(As-builts) submitted.

Signed by (Signature & Title): _____ Date: _____

For Hillsborough County Office Use Only

Accepted by (Title & Department): _____ Date: _____

To pay by credit card, please use AUTHORIZATION FOR PAYMENT BY CREDIT CARD form*. Fax ONLY to the numbers listed on the form. * Form available online through the "Applications/Forms" button at www.hillsboroughcounty.org/publicworks



PUBLIC WORKS DEPARTMENT
Right-of-Way Management Office
601 E. Kennedy Blvd; 22nd Floor • Tampa, FL 33602
Main# (813) 274-6500 Fax (813) 635-5463

DRV PERMIT NO. _____

All work performed under this permit shall be done in accordance with Hillsborough County Ordinance 92-22 and the Utility Accommodation Guide. Approval is subject to the following:

1. The applicant certifies that prior to filing this application that said applicant has ascertained the location of all existing utilities both aerial and underground and the accurate locations are shown on the plans. The applicant further certifies that each utility company, public and private within the rights-of-way have been contacted and a copy of their response is attached as part of this permit application.
2. The construction and maintenance of such utility shall not interfere with the property and rights of a prior occupant.
3. All work shall be done in keeping with the standards approved by the County Engineer of Hillsborough County, Florida and under the supervision of said County Engineer or representative.
4. All materials and equipment shall be subject to inspection by said County Engineer or representative.
5. All construction shall be performed in a manner meeting the approval of the County Engineer of Hillsborough County to Safety Standards as prescribed by Manual on Uniform Traffic Control Devices and Hillsborough County shall be relieved of all responsibility from damage of any nature arising from issuance of this permit.
6. It is understood and agreed that the rights and privileges herein set out are granted to the extent of the County's right, title and interest in the land to be entered upon and used by the Permittee and the Permittee will, at all times, assume all risk of and indemnify, defend and save harmless the County from and against all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercises by said Permittee of the aforesaid rights and privileges.
7. All Hillsborough County property and/or rights-of-way shall be restored to original condition as far as practicable and meeting the approval of the County Engineer or representative.
8. All overhead installations shall conform to clearance standards of the Florida Department of Transportation (FDOT), and all underground crossing installations shall be installed at a minimum depth of thirty-six (36) inches below the pavement and at least thirty (30) inches below ditch grade. Cable TV and communication lines shall be installed a minimum of twenty-four (24) inches below existing grade. Variations and exceptions may be made in special cases by authority from the County Engineer or representative.
9. The attached sketch or sets of plans covering details of this installation shall be made a part of this permit.
10. It is expressly stipulated that this permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or to vest any property rights in said holder.
11. Whenever necessary for the construction, repair, improvement, alteration or relocation of all, or any portion of a County facility as determined by the County Engineer, any or all poles, wires, pipes, cables or other facilities appurtenances authorized hereunder, shall be removed from said rights-of-way, or reset or relocated thereon as required by the County Engineer, and shall be done at the expense of the holder.
12. It is agreed that in the event of relocation of said utility facilities are scheduled to be done simultaneously with a County improvement project, the Permittee will coordinate with the County before proceeding, shall cooperate with the County's contractor to arrange the sequence of work so as not to unnecessarily delay the work of the County's contractor, defend any legal claims of the County's contractor due to delays caused by the Permittee's failure to comply with the approved schedule and shall comply with all provisions of the law and Rule 14-46, Florida Administrative Code. The Permittee shall not be responsible for delays beyond its normal control.
13. The County shall be notified forty-eight (48) hours prior to starting work and again immediately upon completion of work.
14. Notify Sunshine One Call at 1-800-432-4770 forty-eight (48) hours prior to starting construction.
15. Approved ROW Use permits shall be in effect for a period of one year from the date of issuance. Approved access (driveway) permits shall be in effect for 180 days. Permitted work must commence within 90 days of permit issuance. Extensions may be granted through written request only.
16. Execute and return a copy of this Permit with the Permit Closure Section completed and Record drawings to the County stating that the job is completed in accordance with the permit and all changes have been noted in the Record drawings.
17. This permit may be terminated by Hillsborough County in the event that the Permittee violates any provision contained herein and/or fails to promptly correct such violation within five (5) days of notice from the County.
18. PERMITTEE is responsible for providing an emergency contact person and phone number for 24 hours a day/ 7 days a week. Inability to make contact in the event of an emergency may result in penalty, or fines such as suspension, revocation of permit, and/or back charge as a result of damages.

Please read and understand the above. Sign your agreement on page one and initial and date here:

INITIAL: **X** _____ DATE: _____