



## **DRIVEWAY PERMIT INFORMATION**

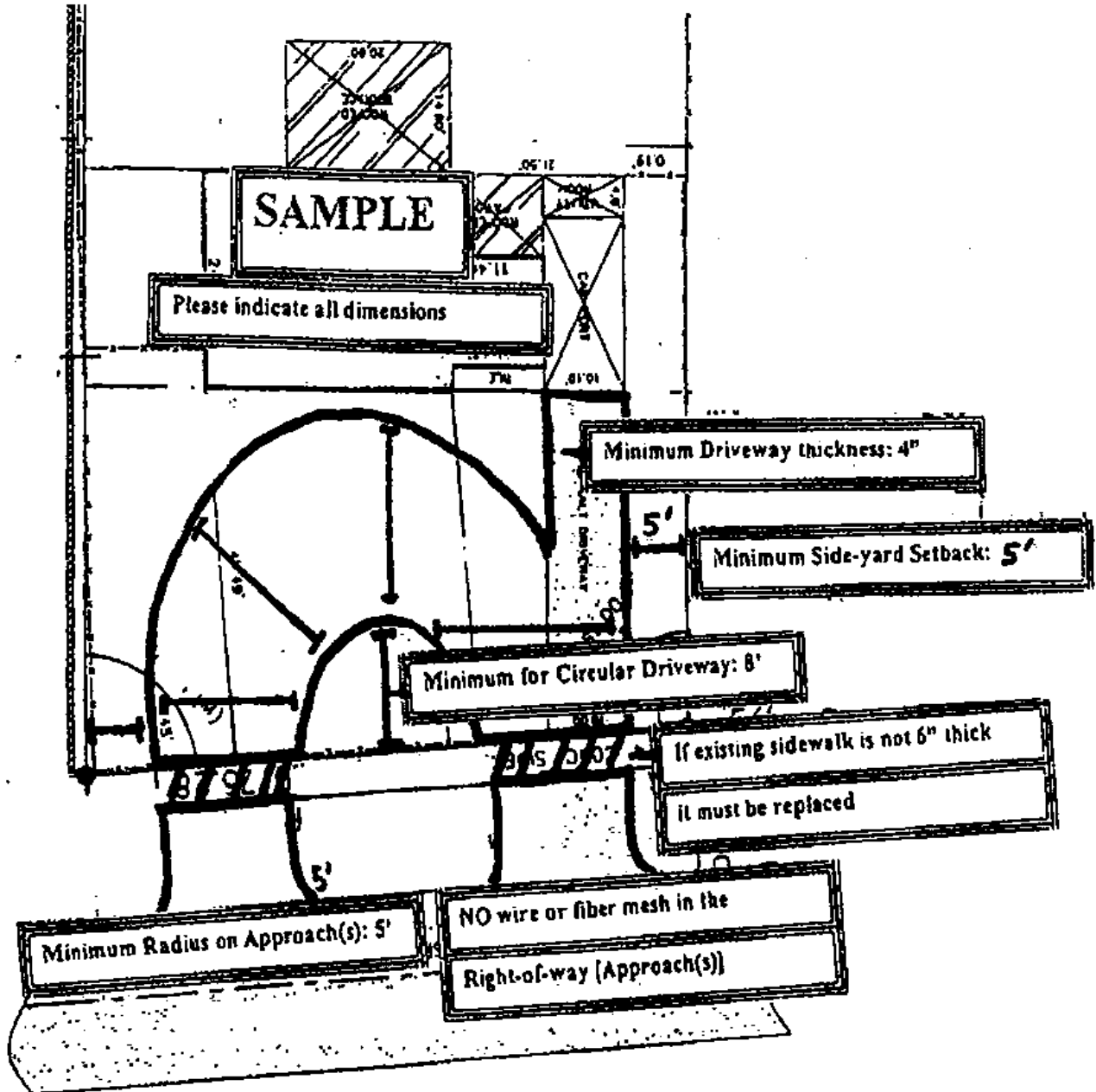
Per Land Development Regulations CH. 29, Article 5, Division 14  
Sec. 5-1401 of the City Code of Ordinances

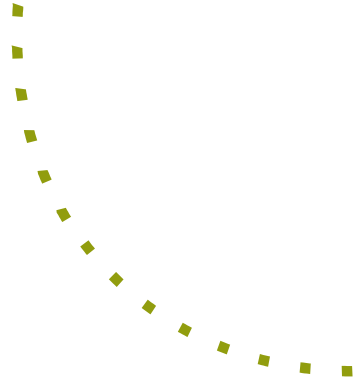
Driveways and parking areas shall be composed of asphalt, pavers, permeable structured grass or concrete and not gravel or concrete strips. No driveway may be located closer than 15 ft. to a corner property. All driveways shall be constructed in accordance with the engineering standards of the Public Works Department. Driveways and driveway approaches require a Building Permit prior to construction.

**TO APPLY FOR A DRIVEWAY PERMIT, SUBMIT THE FOLLOWING:**

- \_\_\_ 1. Completed Building Permit Application and Owner/Builder Affidavit (if applicable).
- \_\_\_ 2. Two copies of the survey of the property, indicating where the driveway is to be located (see illustration on next page).
- \_\_\_ 3. Completed Application for Engineering Permit for work within a Public Right-of-Way (if approaches to the driveway are not existing).
- \_\_\_ 4. Review the attached North Miami Code regarding sidewalk requirements.
- \_\_\_ 5. All drawings must include dimensions and indicate both side-yard setbacks. All markings/shadings must be in ink.
- \_\_\_ 6. Permit and approach applications must clearly indicate the type of material being used for paving, e.g., concrete, asphalt, pavers, etc.
- \_\_\_ 7. All plans must conform to the City's Land Development Regulations CH 29 of the City of North Miami Code of Ordinances.

**DRIVEWAY SURVEY SKETCH – EXAMPLE:**





## APPLICATION FOR ENGINEERING PERMIT

For Work Within a Public Right-of-Way

DATE: \_\_\_\_\_

PROCESS #: \_\_\_\_\_

LOCATION OF WORK TO BE PERFORMED:

\_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

WORK TO BE ACCOMPLISHED FOR: \_\_\_\_\_

NATURE OF WORK TO BE ACCOMPLISHED: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

IF ROAD CUT, HOW MANY LINEAL FEET? \_\_\_\_\_

SURFACE \_\_\_\_\_ UNDERGROUND \_\_\_\_\_ OVERHEAD \_\_\_\_\_

NEW \_\_\_\_\_  
REPAIR \_\_\_\_\_  
REPLACE \_\_\_\_\_  
REMOVE \_\_\_\_\_

THIS PERMIT IS VOID IF CONSTRUCTION IS NOT STARTED WITHIN 180 DAYS. ALL WORK IN ANY PUBLIC RIGHT-OF-WAY TO BE COMPLETED IN ACCORDANCE WITH AN APPROVED PLAN AND SPECIFICATIONS AND UNDER THE SUPERVISION AND INSPECTION OF THE PUBLIC WORKS DEPARTMENT OF THE CITY OF NORTH MIAMI.

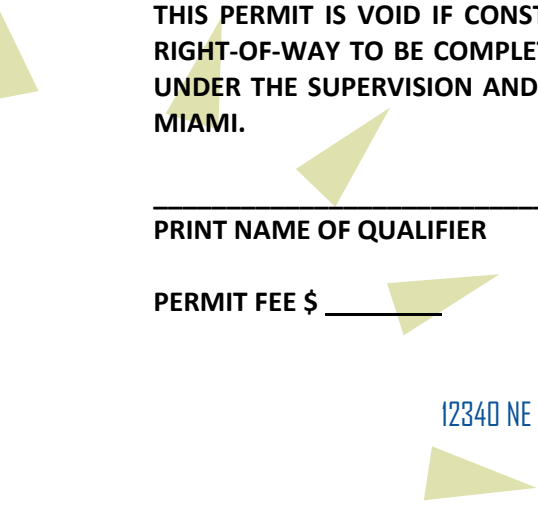
\_\_\_\_\_  
PRINT NAME OF QUALIFIER

\_\_\_\_\_  
SIGNATURE OF QUALIFIER

PERMIT FEE \$ \_\_\_\_\_

APPROVED: \_\_\_\_\_

DIRECTOR OF PUBLIC WORKS/Designee





**NORTH MIAMI CODE**  
**CHAPTER 17 – STREETS AND SIDEWALKS**  
**ARTICLE III. SIDEWALKS**

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Sec. 17-50. Sidewalk construction mandatory.

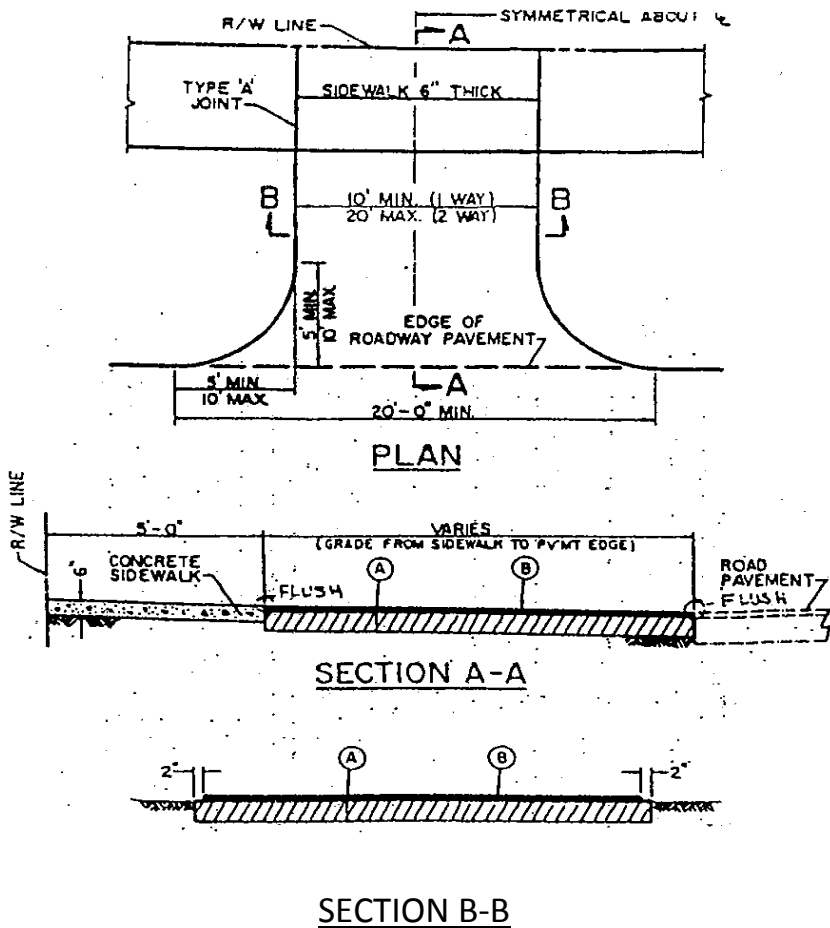
(a) *New subdivisions.* Unless specifically waived by the city council in the resolution accepting and approving any particular plat, all persons, firms or corporations submitting any plat to the planning and planning commission for the subsequent acceptance and approval of the city council shall accompany such proposed plat with an agreement providing for the construction of sidewalks along the full length of all streets shown thereon. All sidewalks shall be included in the dedicatory provision set forth on the plat or in any separate dedicatory instrument to be filed therewith. Such agreement shall be accompanied by a surety bond in the penal sum of not less than one hundred ten (110) percent of the estimated cost of such construction. The agreement and bond shall be on forms approved by the city engineers and furnished by the city clerk. The condition of the bond shall be such that if the principal shall fully and faithfully perform all the terms and conditions of the principal's agreement and within the time therein specified, then same shall be void, otherwise the city shall have the right to construct such sidewalks, or, at its option, to cause the same to be constructed pursuant to public advertisement and receipt and acceptance of bids. The principal and surety jointly and severally shall agree to pay and indemnify the city, upon completion by the city, the final total cost of such construction, including, but not limited to, engineering, legal and contingent costs together with any damages, either direct or consequential, which the city may sustain on account of the failure of the principal to comply with the terms of such agreement. The agreement shall provide for the construction of sidewalks within six (6) months from and after the date of the approval of any such plat by the city council; provided, however, that the city council may, in case of unusual circumstances, extend the time for completion of such construction for not to exceed an additional six (6) months; provided, the principal first obtains and furnishes the city council with the surety's written consent to such extension. The agreement and performance bond for construction of sidewalks required by this section may be combined with the agreement and performance bond for construction of streets, alleys and other rights-of-way required by article I of this chapter.

(b) *Old subdivisions.* In old subdivisions or tracts of land not subdivided, no permit shall be issued for any construction in excess of one thousand dollars (\$1,000.00) unless and until the person, firm or corporation applying for the permit agrees to repair any unsafe sidewalk or, where no sidewalk exists, agrees to construct a sidewalk for the full footage abutting the public right-of-way, except alleys, as part of the permit sought or by entering into an agreement with the city providing for construction thereof except as to properties located in a block where sidewalks do not exist or are exempted by the city council after a public hearing. At corner lots or tracts such agreement shall require construction of a sidewalk along both thoroughfares abutting such corner lot or tract for which the permit is sought. The agreement shall provide, among other things, that before a certificate of occupancy will be issued, construction of the sidewalk shall be completed in accordance with the city specifications and in accordance with plans approved by the city engineer. Upon application of the owner of the property the council, in its sole discretion and for good cause shown, may authorized the issuance of a certificate of occupancy without construction and completion of such sidewalk upon the condition that the owner shall execute and deliver to the city clerk an agreement (together with the deposit as referred to therein and an amount sufficient to pay the cost of its recording) in form as follows:

"AGREEMENT"

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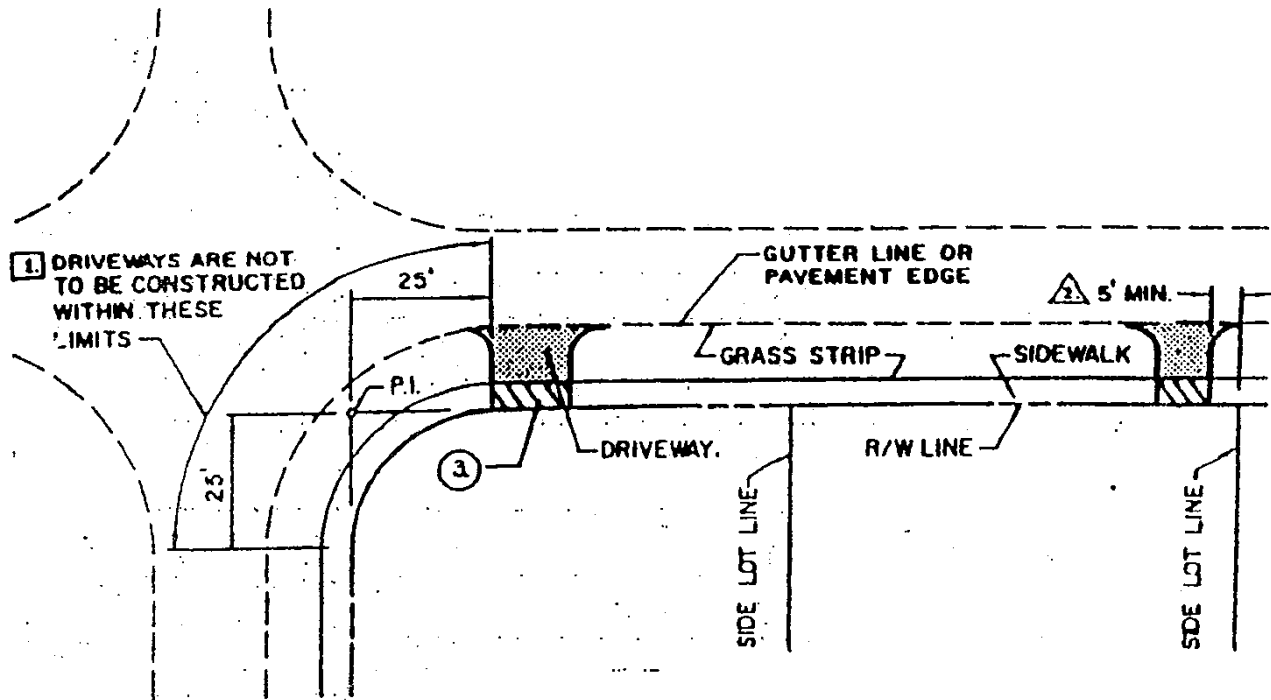
## Standard Road Detail RESIDENTIAL ASPHALT DRIVEWAY



**NOTES:**

1. The driveway approach is to follow the contour of the swale. The elevation of the approach slab shall be a maximum of 2" over the ground elevation.
- A. Base Course 6" thick  
B. Asphalt concrete surface course 1" thick

**Standard Road Detail**  
**RESIDENTIAL DRIVEWAY SPACING**



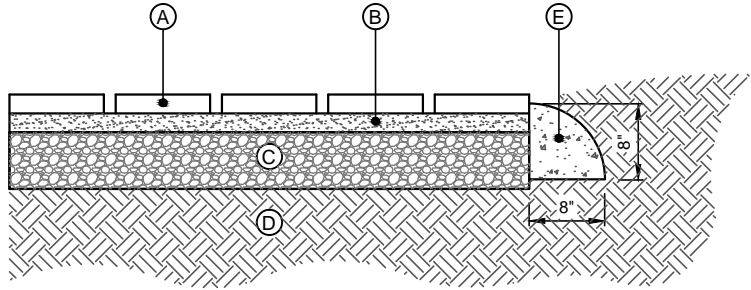
**NOTES:**

1. The limits within which the driveways may not be constructed are determined by measuring the P.I. of the R/W lines a distance of 25' along the R/W line curve tangents
2. All driveways must be constructed so that no part of the driveway (excluding the transition between the edge of roadway pavement and the R/W line is closer than the 5' from a side lot line extended.
3. All sidewalk sections which become part of the permanent driveway shall be constructed of 6" thickness.
4. No rebar or wire mesh shall be utilized in the construction of the approaches along any concrete section of the swale.

# CITY OF NORTH MIAMI PUBLIC WORKS

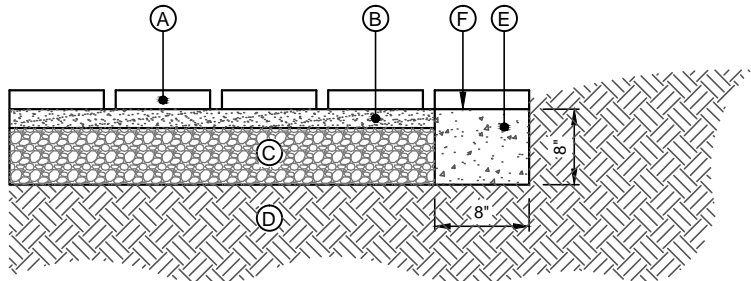
## DRIVEWAY PAVER DETAIL OPTION 1

- (A) 2" MIN. PAVER
- (B) 2" MAX. LEVELING SAND
- (C) 6" MIN. LIMEROCK
- (D) COMPACTED BASE
- (E) 1 #4 MIN. CONTINUOUS



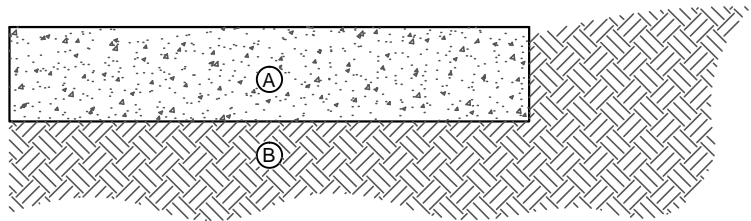
## DRIVEWAY PAVER DETAIL OPTION 2

- (A) 2" MIN. PAVER
- (B) 2" MAX. LEVELING SAND
- (C) 6" MIN. LIMEROCK
- (D) COMPACTED BASE
- (E) 1 #5 MIN. CONTINUOUS
- (F) MORTAR SET END PAVER



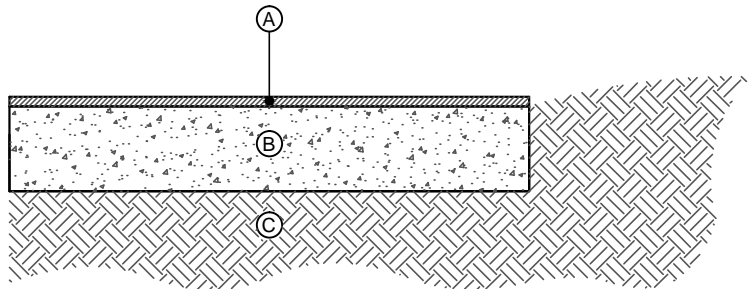
## CONCRETE DRIVEWAY DETAIL

- (A) 6" MIN. CONCRETE
- (B) COMPACTED BASE



## NEW ASPHALT DRIVEWAY DETAIL

- (A) 1" MIN. ASPHALT
- (B) 6" MIN. LIMEROCK
- (C) COMPACTED BASE



## ASPHALT RESURFACE OVER EXISTING DRIVEWAY

- (A) 1" MIN. ASPHALT
- (B) 1 LAYER HOT MOP
- (C) EXISTING ASPHALT - NO LOOSE MATERIAL
- (D) EXISTING LIMEROCK BASE
- (E) EXISTING COMPACTED BASE

