



**Construction Services Division**

1400 N. Boulevard  
 Tampa, FL 33607  
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 www.tampagov.net/permits

**Paving/Driveway  
 Non-Structural Slab  
 Requirements**

<b>Requirements</b>	<p><b>Where to Apply:</b></p> <p>Construction Services Center</p> <p><b>When Required:</b></p> <p>Paving and Driveway Permits are required for the installation of new pavement or concrete for a driveway or parking lot.</p>
<b>Permit</b>	<p><b>Permit Can Be Issued To:</b></p> <ol style="list-style-type: none"> <li>1. Qualifying owner of a one or two family residential dwelling intended for own occupancy. Must present photo identification and proof of ownership (recorded deed or tax receipt) at time of submittal.</li> <li>2. Licensed General, *Building, **Residential, Concrete (if concrete), or Paving Contractor (if asphalt), or authorized agent, subject to limitation of certificate. Must present photo identification at time of submittal.</li> </ol>
<b>Submission Requirements</b>	<p><b>Submission Requirements:</b></p> <ol style="list-style-type: none"> <li>1. Complete the application form.</li> <li>2. Verify if the subject site is located in the Barrio Latino or Hyde Park District. If so, take plans to the <b>Barrio Latin Commission / Architectural Review Commission</b> for their approval. 2009 N. 18th St., phone (813)272-3843.</li> <li>3. Verify if the subject site is located in the Downtown Central Business District. If so, take plans to the <b>City Planning Division</b> for their approval. 306 E. Jackson St., phone (813) 274-8486.</li> <li>4. A Site Inspection is required unless the applicant attests that no trees are to be removed (use form entitled "Statement of No Trees to be Removed").</li> <li>5. Submit two (2) overall site plans, drawn to scale, containing the following:             <ol style="list-style-type: none"> <li>a. Residential</li> </ol> <p><b>Note:</b> For residential pavement/slab, with an area exceeding 500 square feet, please consult the "Residential Permit Guide" to determine additional information required for submittal.</p> <p>Property lines with dimensions, location of existing and proposed improvements on subject property, distances to property line, and legal description. The site plan must also show the sidewalks (if applicable), the edge of pavement, the angle and size of the flares on the driveway, and swales or ditches along the right-of-way. Location, size and species of all trees five (5) inches or more in trunk diameter (measured four and a half (4.5) feet above grade), and any bodies of water must be clearly shown on drawing.</p> <ol style="list-style-type: none"> <li>b. Commercial</li> </ol> <p>Pavement/slab proposed on commercial property or located in the Right-of-Way abutting the Commercial property will generally need to meet current Zoning, Transportation, Tree and Landscape, and Stormwater Management code criteria for commercial development. Please refer to the Commercial Plan Review Handbook available at the Construction Services Center cashier window.</p> </li> <li>6. Please be aware that a Site Clearing or Tree Removal permit may be required, if applicable.</li> <li>7. Pay applicable plan review and permit fees at cashier window located on first floor, Construction Services Center.</li> </ol> <p>* Commercial jobs limited to three (3) stories or less.              ** Residential jobs limited to 2 units, 3 stories in height.</p>