



# Planning & Development

## 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)