



CITY OF MIAMI SPRINGS
201 Westward Drive
Miami Springs, Florida 33166
Building Processing Department



DRIVEWAY REQUIREMENTS

1. ___ Permit application, signed & notarized by the owner and contractor.
2. ___ Paving application Supplement (All measurements must be included).
3. ___ If permit is by homeowner, submit:
 - a) INSTRUCTIONS OWNER- BUILDER
4. ___ If permit is by contractor, submit:
 - ✓ Workers Compensation
 - ✓ General Liability
 - ✓ Certificate of Competency or State License
 - ✓ Local Business Tax Receipt
5. ___ Two copies of an original survey that is to scale, signed & sealed and less than one year old.
(If survey has expired our staff can recertify the survey for a fee of \$50.00. This must be done prior to permit submittal)
6. ___ Two identical site plans, to scale, showing the following information:
 - a) The location and shape of the proposed driveway, and all the construction dimensions as follows:
 - ✓ Distance to property lines, minimum 5 ft. from the side property line on interior lots or otherwise show calculation of water retainage on your property. Excluding roofed porches in the calculations.
 - ✓ Width of the driveway.
 - ✓ If it is circular or has circular corners, show the radius and location of the center of the radius.
 - ✓ Distance to the existing structure.
 - ✓ Area of the driveway, walkways and existing paved areas without roofs; it can not exceed 50% of the area of the front yard. Do calculations with total front yard area from sidewalk to each outside corner of the house. VS paved with percentage total.
 - ✓ Material of the driveway (concrete, stamped concrete, pavers, etc.)
 - ✓ Construction specifications for concrete driveways, slab thickness and reinforcing.
 - b) You are allowed approaches equal to the number of driveway entrances approved. Each approach may match the size of the corresponding driveway section.
 - c) Show means of retaining the rainwater within your property limits. This is shown with arrows on plan for direction of slope downhill.
 - d) On your plan, the approaches need to show a 2 inch PVC pipe installed, 2 feet deep and 2 feet from roadway (see sample). For inspection of this pipe, make sure that the ends (capped) are visible for the inspector.
7. ___ Declaration of Restrictive Covenant (**Must be recorded with MIAMI-DADE COUNTY***)
* Documents are recorded at the Clerk of Courts, Miami-Dade County Recorder, Courthouse East,
22 N.W. First Street, First Floor, Miami, FL 33128
8. ___ Call SUNSHINE ONE (1-800-432-4770) / www.callsunshine.com and submit ticket from Sunshine One indicating all clearances.



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PAVING APPLICATION SUPPLEMENT

Single Family Residential Districts

CC 150.016 (F) (4) Maximum vehicular and impervious area of front yard. Off-street parking shall be placed and configured on each lot or parcel of land in such a manner that the percentage of total front yard area that is occupied by vehicular use for parking spaces, aisles, driveways and by other impervious surfaces such as walkways, shall not exceed the following, to wit:

- (a) Forty percent for new construction
- (b) Fifty percent for existing structures

Proper to the issuance of a permit the following information will be required:

- (1) A drawing to minimum scale of 1" = 20' indicating the extent and configuration of paved area.
- (2) Calculation of the percentage of lot coverage of the proposed paved area in relation to the front yard area.
 - (a) Existing front yard area _____ Square feet
 - (b) Proposed paved area _____ Square feet
 - (c) Percentage of lot coverage _____ Percent (%)
 - (d) Show calculation of each previous (green area) in addition to the proposed paved area. See sample drawing attached.

Percentage formula: $b \div a = c$

Statement from Owner:

I have reviewed the attached drawing and it represents the design and extent of paving to be installed in my front yard.

Owner Signature

DECLARATION OF RESTRICTIVE COVENANT

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the undersigned _____ is/are the fee simple owners(s) of the following described property situated in the City of Miami Springs, Florida:

Lot(s) _____, Block _____ of _____, subdivision, according to the Plat thereof, as recorded in Plat Book _____ at Page _____, of the Public Records of Miami-Dade County, Florida, and,

WHEREAS, the undersigned has applied to the Building Department of the City of Miami Springs for permission to CONSTRUCT _____ driveway approach(es) over the public right-of-way; and,

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the sufficiency of which _____ is hereby acknowledged, the _____ property owner(s) _____, hereby agree as follows:

1. That the City of Miami Springs hereby authorizes the construction of _____ driveway approach(es) for the above described property in accordance with the conditions specified herein.

2. That in consideration of the City's authorization for the construction of the aforesaid driveway approach(es), the property owners, _____ hereby agree as follows:

- (a) To maintain the driveway approach(es) in good condition and repair at all times.
- (b) To replace or repair the approach(es), at their own cost and expense, in the event that the City, or an appropriate utility company or other authorized party, breaks, digs up, or excavates in and around the authorized driveway approach(es).
- (c) To permit the City to remove, or for the City to order the property owner(s), to remove any portion of the driveway approach(es) within the public right-of-way.
- (d) To indemnify and holds the City Harmless from any claim, loss, cost, damage, fee liability, action or cause of action in any manner related to the property owner(s) installation, usage or maintenance of the driveway approach(es) constructed in the public right-of-way.

3. That this document shall be recorded in the Public Records of Miami-Dade County, Florida.

4. That the undersigned declare(s) that this document is intended to, and shall constitute, a restrictive covenant concerning the use, enjoyment and the title to the above property, and shall constitute a covenant running with the land, and shall be binding upon the undersigned, their transferors, heirs, successors and assigns.

IN WITNESS WHEREOF, the undersigned has/have caused _____ hand(s) and seal(s) to be affixed hereto on this _____ day of _____, 20__.

WITNESS:(As to both parties, if applicable)

PROPERTY OWNER(S)

Print Name:_____

Print Name:_____

Print Name:_____

Print Name:_____

STATE OF FLORIDA
COUNTY OF MIAMI-DADE

THE FOREGOING instrument was acknowledged before me this _____ day of _____ 20__, by _____, and _____ who is (are) personally known to me, or have produced _____ as identification.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC, State of Florida

THIS INSTRUMENT PREPARED BY:

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