

PERMIT NUMBER: \_\_\_\_\_

BAY COUNTY FLORIDA

**ACCESS CONNECTION FOR  
COMMERCIAL DEVELOPMENT AND SUBDIVISIONS**

**Instructions to Applicant**

- If applying for a new road intersection provide distances from all intersecting roads and median openings as follows:

Service Area	Type Road	Posted Speed	Distance either side of proposed connection
Rural	Arterial	All	¼ Mile
Other	Arterial	45 mph +	660 feet
Other	Arterial	<45 mph	330 feet
Rural	Collector	All	¼ mile
Other	Collector	35-45 mph	445 feet
Other	Collector	10-30 mph	245 feet
Rural	Local	All	445 feet
- New road names must be assigned or approved by Bay County Addressing
- If for commercial driveway, distances should extend 300 feet either side of driveway centerline
- Show all objects over 18 inches above the edge of pavement that may encroach in sight distance triangle per FDOT Index 546
- Provide Application Fee of \$150.00.
- Provide drawing of plan view and cross section connection detail that shows pavement layers, shoulders, and how roadside drainage flows past driveway.
- Drawings must be legible, to scale and on maximum 24" x 36" size.
- Provide federal/state stormwater and dredge and fill permit application or letter of exemption from permitting agencies.

Please print or type

**APPLICANT:**

Check one:

- Owner       Designated Agent (Must provide notarized letter of authorization with permit)

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Name of Project \_\_\_\_\_

**LAND OWNER: (if not applicant)**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Zip: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Parcel ID (RE number) \_\_\_\_\_

**INFORMATION ON ROAD CONNECTING TO**

Name of Road: \_\_\_\_\_

Functional Classification of Road: \_\_\_\_\_

Posted speed limit at proposed connection: \_\_\_\_\_

Service Area (check one):       Rural       Other

Provide an estimate of the daily traffic volume anticipated for the entire property at build out.

Daily Traffic Estimate= \_\_\_\_\_ (use the latest Institute of Transportation (ITE) Trip Generation Report)

If you used the ITE Trip Generation Report, provide the land use code, independent variable, and reference page number.

ITE Land Use Code	Independent Variable	ITE Report page number reference
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For commercial driveway corner clearance to nearest road intersection > 125 feet  Yes  No

Notes to Applicant:  
Permittee is responsible for maintenance of traffic in work zones in compliance with the MUTCD and FDOT Indexes.

**INFORMATION REQUIRED IF NEW ROAD INTERSECTION**

Road Name \_\_\_\_\_

Road centerline separation to nearest road intersection (s) \_\_\_\_\_ (provide distances)

Bay County Land Development Regulation Separation required: \_\_\_\_\_

**Pavement Type:**

Flexible -- pavement thickness \_\_\_\_\_ inches  Rigid – pavement thickness \_\_\_\_\_ inches

**Drainage Type:**

Culvert Size \_\_\_\_\_

Pipe cover measured from bottom of base to top of pipe \_\_\_\_\_

Note: Minimum cover required \_\_\_\_\_ (Ref. FDOT Index 205)

Pipe Material Type (check one) :  RCP  Hardie Pipe  BCCMP

Swaled: change in pavement slope \_\_\_\_\_ (cannot exceed 12 per cent)

Driveway centered at drainage break

Other \_\_\_\_\_

**Other requirements (show on plans)**

Driveway has minimum of 5 foot shoulder

Road shoulder slope and width per FDOT Design Standards

30-32 inch sod strip

All disturbed areas in right of way restored and sodded or seeded per following:

Up to 1:4 (V:H) slope seed or sod, >1:4 < 1:3 sod, >1:3 < 1:2 sod lapped and pinned, >1:2 not allowed

By signing this application the applicant certifies all state, federal, and local permits for this work shall be obtained prior to the start of construction activities authorized by this permit.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Approved: \_\_\_\_\_  
(Date)

BAY COUNTY PUBLIC WORKS DIVISION

BY: \_\_\_\_\_

Connection system inspected and approved by: \_\_\_\_\_ DATE: \_\_\_\_\_