

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**DRIVEWAY/CONNECTION APPLICATION  
FOR ALL CATEGORIES**

**OFFICE USE ONLY**

Application Number: \_\_\_\_\_

Category: \_\_\_\_\_

Section/Mile Post: \_\_\_\_\_

Section/Mile Post: \_\_\_\_\_

Received By: \_\_\_\_\_  
FDOT STAFF (TYPE OR PRINT)

Date: \_\_\_\_\_

State Road: \_\_\_\_\_

State Road: \_\_\_\_\_

**Instructions – To Applicant**

- Contact the Department of Transportation to determine what plans and other documents you are required to submit with your application.
- Complete this form (some questions may not apply to you) and attach all necessary documents and submit it to the Department of Transportation.
- For help with this form contact your local Maintenance or District Office.
  - Or visit our website at <https://osp.fdot.gov/> for the contact person and phone number in your area.
  - You may also email – [driveways@dot.state.fl.us](mailto:driveways@dot.state.fl.us)
  - Or call your District or local Florida Department of Transportation Office and ask for Driveway Permits.

Please print or type

**APPLICANT:**

**Check one:**

Owner       Lessee       Contract to Purchase

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

Responsible Officer or Person: \_\_\_\_\_

If the Applicant is a Company or Organization, \_\_\_\_\_

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

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

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

\*Email (optional): \_\_\_\_\_

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

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

If the Applicant is a Company or Organization, Name: \_\_\_\_\_

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

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

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

\*Email (optional): \_\_\_\_\_

\*Under Florida law, e-mail addresses provided to agencies are public records. See Section 668.6076, F.S.

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**AUTHORIZED REPRESENTATIVE:** If specified by Applicant to handle, represent, sign, and file the application –  
**NOTE:** A notarized letter of authorization must be provided with the Application.

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

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

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

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

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

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

Address of property to be served by permit (if known):

If address is not known, provide distance from nearest intersecting public street (such as, 500 feet south of Main St.)

Check here if you are requesting a

- new driveway       temporary driveway       modification to existing driveway       safety upgrade

Does the property owner own or have any interests in any adjacent property?

- No     Yes, if yes – please describe:

Are there other existing or dedicated public streets, roads, highways or access easements bordering or within the property?

- No     Yes, if yes – list them on our plans and indicate the proposed and existing access points.

Local Government Development Review or Approval Information:

Local Government Contact: \_\_\_\_\_

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

Government Agency: \_\_\_\_\_

Phone #: \_\_\_\_\_

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If you are requesting commercial or industrial access, please indicate the types and number of businesses and provide the floor area square footage of each. Use additional sheets if necessary.

Business (Name and Type)	Square Footage	Business (Name and Type)	Square Footage
1.		3.	
2.		4.	

If you are requesting a residential development access, what is the type (single family, apartment, townhouse) and number of units?

Type	Number of Units

Provide an estimate of the daily traffic volume anticipated for the entire property at build out. (An individual single family home, duplex, or quad-plex is not required to complete this section).

Daily Traffic Estimate = \_\_\_\_\_ (Use the latest Institute of Transportation Engineers (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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Check with the Florida DOT Office where you will return this form to determine which of the following documents are required to complete the review of your application.

Plans should be 11" x 17" (scale 1" x 50') Note: No plans larger than 24" x 36" will be accepted a) Highway and driveway plan profile b) Drainage plan showing impact to the highway right-of-way c) Map and letters detailing utility locations before and after Development in and along the right of way d) Subdivision, zoning, or development plans e) Property map indicating other access, bordering roads and streets	f) Proposed access design g) Parcel and ownership maps including easements (Boundary Survey) h) Signing and striping plans i) Traffic Control/Maintenance of Traffic plan j) Proof of liability insurance k) Traffic Impact Study l) Cross section of roadway every 100' if exclusive turn lanes are required
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**Important Notices to Applicant Before Signing Application**

**The Department Reserves The Right To Change Traffic Features And Devices In Right Of Way At Any Time**  
 Proposed traffic control features and devices in the right of way, such as median openings and other traffic control devices, are not part of the connection(s) to be authorized by a connection permit. The Department reserves the right to change these features and devices in the future in order to promote safety in the right of way or efficient traffic operations on the highway. Expenditure by the applicant of monies for installation or maintenance of such features or devices shall not create any interest in the maintenance of such features or devices.

**Significant Changes In Property Use Must Undergo Further Review**  
 If an access permit is issued to you it will state the terms and conditions for its use. Significant changes in the use as defined in Section 335.182(3), Florida Statutes, of the permitted access not consistent with the terms and conditions listed on the permit may be considered a violation of the permit.

**All Information I Give Is Accurate**  
 I affirm that I am familiar with the information contained in this application and that to the best of my knowledge and belief, such information is true, complete and accurate.

**Starting Work On The Driveway Connection After I Get My Permit Means I Accept All the Conditions In My Permit**  
 I will not begin work on the connection until I receive my Permit and I understand all the conditions of the Permit. When I begin work on the connection, I am accepting all conditions listed in my Permit.

Applicant Name (Printed): \_\_\_\_\_

Applicant's signature: \_\_\_\_\_ Date \_\_\_\_\_