



TOWN OF OCEAN RIDGE

6450 North Ocean Boulevard, Ocean Ridge, Florida 33435
(561) 732-2635 Main ♦ oceanridgeflorida.com ♦ permit@oceanridgeflorida.com

Driveway Checklist

The following guideline shall be followed when submitting for a new driveway permit or an improved driveway permit. Helpful Town Codes are as follows: Town Code Sec. 67-33 Drainage, required; swales; construction of driveways and Town Code Sec. 64-45 Driveway access. Please see the Town's Code of Ordinances and Florida Building Code for any additional code requirements.

____ One (1) Building Permit Application signed and notarized by both the property owner and the qualifier of the company permitting the work.

____ One (1) copy of the signed Construction Site Management Handbook.

____ Two (2) copies of the contract or proposal detailing the work proposed.

____ Payment for Building Permit Fee due upon submittal of permit. (cash or check only)

____ Two (2) copies of the recorded Notice of Commencement (if value of the work is 2500+).

____ Three (3) copies of the FDOT permit (if applicable).

____ Three (3) sets of the Driveway Swale Agreement signed by both the property owner and the qualifier of the company permitting the work.

____ Three (3) sets of the Survey (that is less than 6 months old) or three (3) sets of the proposed Site Plan showing proposed work, Palm Beach County Health Department stamped approval (for a new driveway or where the footprint of the existing driveway has changed), swales, trench drains, setbacks, along with demonstrating that improvements will not adversely impact adjacent lots.

____ Three (3) sets of the plans/survey with the following details located on the survey/plans..

Please Note: After the building permit has been accepted by the Building Clerk, the Building, Zoning, and Engineering Departments will then review. The review process could take approximately 4 weeks. Any comments received from these departments will be forwarded to the Point of Contact on the permit application.



TOWN OF OCEAN RIDGE

6450 North Ocean Boulevard, Ocean Ridge, Florida 33435
(561) 732-2635 Main ♦ oceanridgeflorida.com ♦ permit@oceanridgeflorida.com

Acknowledgement of Driveway Swale Detail

This form acknowledges receipt of the Driveway Swale Detail which I must abide by in performing the work described in the below stated permit number.

Permit Number

Date

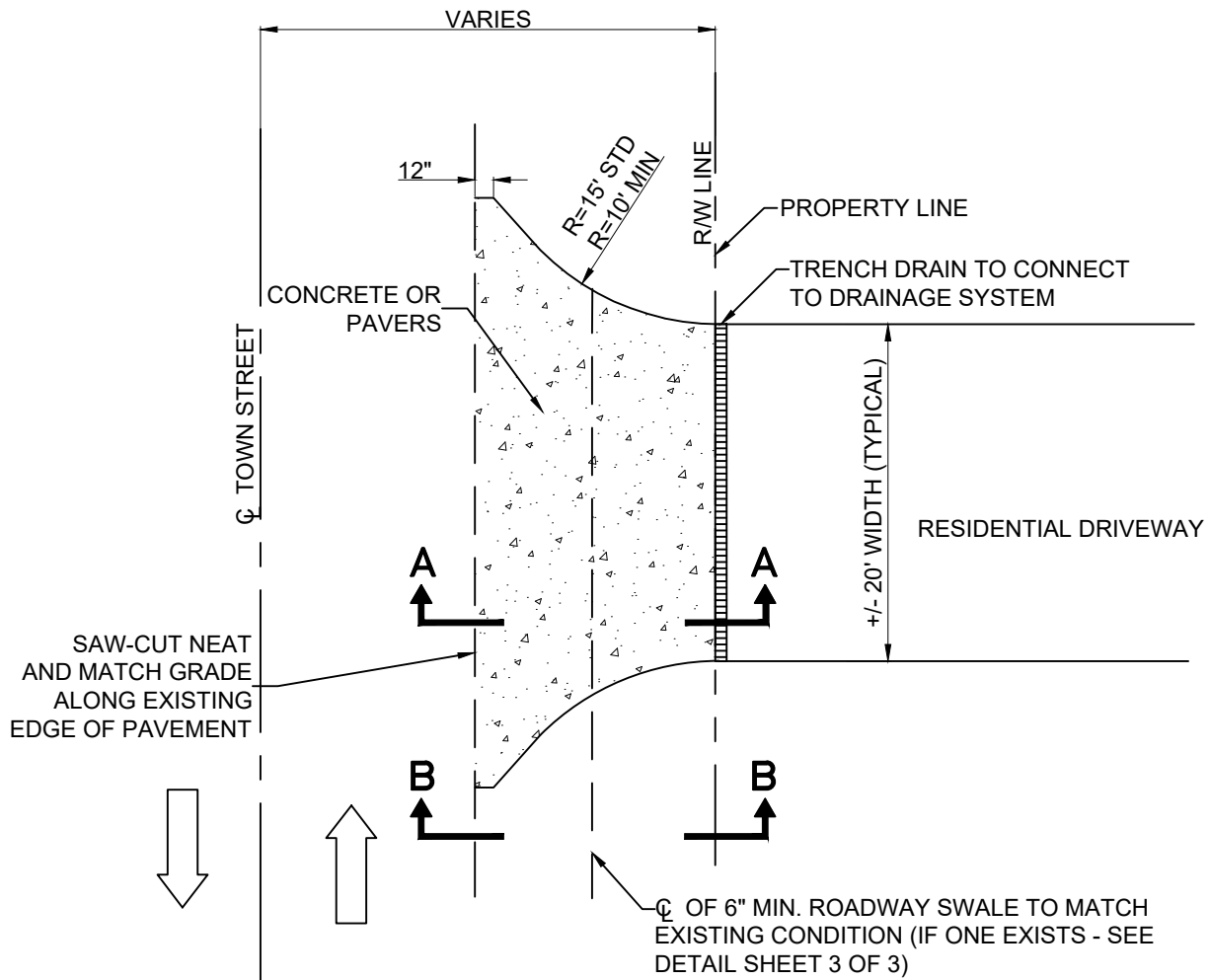
Property Owner's Signature

Property Owner's Printed Name

Date

Qualifier/Contractor's Signature

Qualifier/Contractor's Printed Name



NOTES

- (1) DETAIL FOR TOWN RIGHT-OF-WAY ONLY
- (2) TRENCH DRAIN SHALL FOLLOW CODE SEC. 67-33 (b)

RESIDENTIAL DRIVEWAY AND SWALE DETAILS

PLAN VIEW

N.T.S.

© COPYRIGHT 2021 – ENGENUITY GROUP, INC.

TOWN OF OCEAN RIDGE - DRIVEWAY AND SWALE DETAILS

DATE:	SEPT. 2021
PROJECT ENGINEER:	ETLB
CHECKED BY:	LAT
CHECKED BY:	

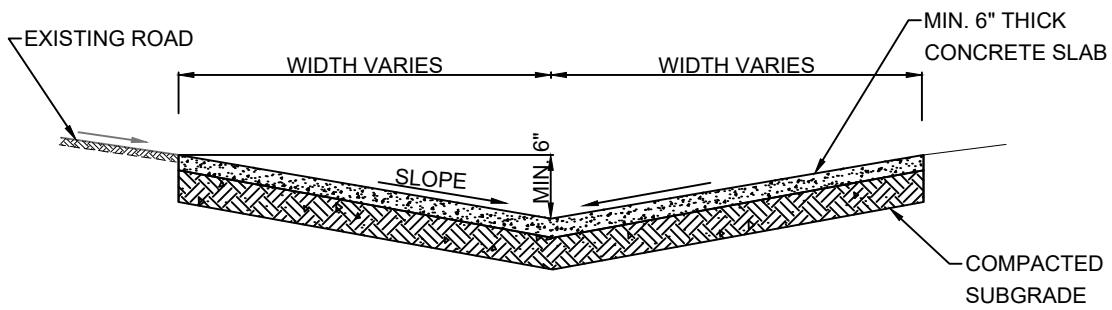
A Higher Standard of Excellence



ENGINEERS • SURVEYORS • GIS MAPPERS

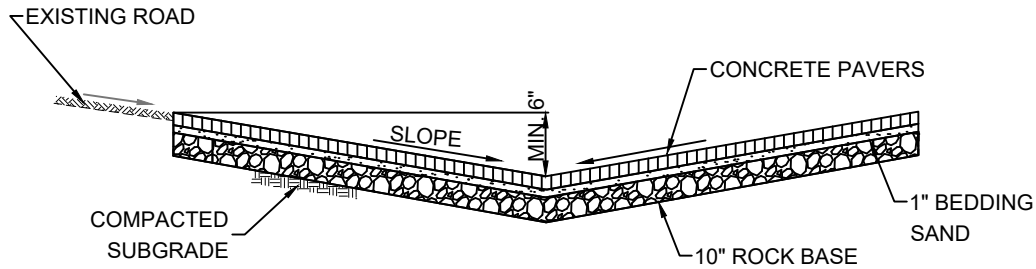
1280 N CONGRESS AVE #101, WEST PALM BEACH, FLORIDA 33409
PH (561)855-1151 • FAX (561)832-9390 • WWW.ENGENUITYGROUP.COM

SCALE:	N.T.S.	SHEET:	1 / 3
DRAWN BY:		JOB No.	00020.10



CONCRETE NOTES

- (1) SUBGRADE SHALL BE THOROUGHLY COMPACTED BY MECHANICAL TAMP TO AT LEAST 98% OF THE MAXIMUM DENSITY PER A.A.S.H.T.O. T-180.
- (2) SEE PLAN FOR SLOPE AND WIDTH INFORMATION.
- (3) SEE DRIVEWAY AND SWALE DETAILS, DETAIL SHEET 3 OF 3.
- (4) INVERT OF SWALE MIN. 6" BELOW OF PAVEMENT



PAVER NOTES

- (1) APPLICANT TO PROVIDE PAVER DESIGN AT TIME OF BUILDING PERMIT.
- (2) PRIOR TO INSTALLATION- APPLICANT TO CHECK SUBSURFACE FOR ORGANICS WHICH COULD COMPRESS AFTER INSTALLATION.
- (3) INVERT OF SWALE MIN. 6" BELOW EDGE OF PAVEMENT

SECTION A-A
DRIVEWAY CROSS SECTION
 N.T.S.

© COPYRIGHT 2021 – ENGENUITY GROUP, INC.

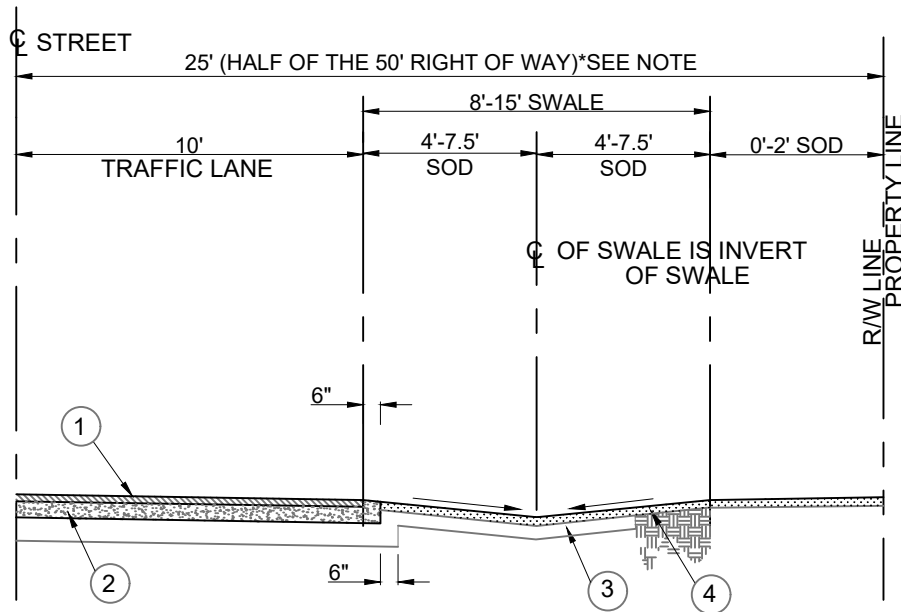
TOWN OF OCEAN RIDGE - DRIVEWAY AND SWALE DETAILS

DATE:	SEPT. 2021
PROJECT ENGINEER:	ETLB
CHECKED BY:	LAT
CHECKED BY:	


A Higher Standard of Excellence
engenuity
 group inc.
ENGINEERS • SURVEYORS • GIS MAPPERS

1280 N Congress Ave #101, WEST PALM BEACH, FLORIDA 33409
 PH (561)855-1151 • FAX (561)832-9390 • WWW.ENGENUITYGROUP.COM

SCALE:	N.T.S.	SHEET:	2 / 3
DRAWN BY:		JOB No.	00020.10



NOTES

- (1) 1 1/2" THICK, TYPE S-I, ASPHALTIC CONCRETE SURFACE COURSE.
- (2) BASE SHALL BE 8" MINIMUM THICKNESS. ALL NEW BASE MATERIAL SHALL BE 16" OF LIMEROCK OR 8" LIMEROCK BASE OVER 12" OF STABILIZED SUBGRADE.
- (3) STABILIZED SHOULDER IS 8' WIDE AND 6" THICK. STABILIZE TO A FLORIDA BEARING VALUE OF AT LEAST 50 P.S.I. AND COMPACT TO AT LEAST 98% OF THE MAXIMUM DENSITY DETERMINED BY A.A.S.H.T.O. T-180.
- (4) SWALE IS TO BE GRASSED WITH SOD.
- (5) WHERE DRIVEWAYS INTERSECT SWALES, DRIVEWAYS SHALL CONFORM TO THE EXISTING SWALE SECTION.

*NOTE: RIGHT-OF-WAY WIDTHS VARY THROUGHOUT THE TOWN.

SECTION B-B

TYPICAL SWALE AND STREET CROSS SECTION 50' ROW

N.T.S.

© COPYRIGHT 2021 – ENGENUITY GROUP, INC.

TOWN OF OCEAN RIDGE - DRIVEWAY AND SWALE DETAILS

DATE: SEPT. 2021		SCALE: N.T.S.	SHEET: 3 / 3
PROJECT ENGINEER: ETLB		DRAWN BY:	
CHECKED BY: LAT			JOB No.
CHECKED BY:			00020.10