COUNTY OF VOLUSIA DEVELOPMENT ENGINEERING

Use Permit Application Requirements

Reference guide outlining required documentation prior to formal permit submission.

Information Only: This document serves as a checklist guide to assist property owners and contractors in preparing required documentation. Do not submit this checklist with your application.

1. Residential Driveway Permit Requirements

Driveway Work

- [ ] **Owner Authorization**
  Signed documentation confirming property owner consent for the proposed driveway work.
- [ ] **Site Plan**
  Detailed site plan clearly demonstrating all physical dimensions, setbacks, and proposed paving materials.
- [ ] **Paver Details**
  Complete specifications, material details, and layout plan if utilizing interlocking pavers or specialty materials.
- [ ] **Recorded Hold Harmless Agreement**
  Fully executed and recorded agreement filed with county records where applicable.

2. Utility Permit Requirements

Utility Work

- [ ] **Site Plan with Volusia County Notes**
  Engineering or site plan incorporating mandatory standard Volusia County general utility notes.
- [ ] **Locate Ticket**
  Valid Sunshine 811 utility locate ticket verification number and documentation.
- [ ] **Bore Detail**
  Cross-sectional engineering detail showing directional bore depths, conduit specs, and entry/exit pits.
- [ ] **Mechanical Drilling Operations Only**
  *Itemized construction cost estimate for restoration of ROW due to damage caused to existing utilities.