

## RESTRIPING/REPAVING PERMIT REQUIREMENTS & ACKNOWLEDGEMENT

This document serves as a list of items that must either be addressed on the plans that are included with the permit submittal package or part of the standard permit requirements that will be enforced during the inspection process. The owner/owner's agent and contractor must sign the reverse side (page 2) acknowledging these requirements. Please note that "accessible" parking has replaced "handicap" parking.

### **Submittal Requirements**

- Plan must be the most current City of Sunrise stamped approved Site Plan; if not available, use a survey less than one (1) year old depicting existing site conditions
- Provide three (3) copies of plan(s)
- Plans must be 24" x 36" in size; if a duplex or triplex property, a letter size survey or sketch is acceptable
- Plans must adhere to a standard engineering or architectural scale
- Plans must have a north arrow
- Verify the plan(s) being submitted illustrates accurate field conditions (layout of parking spaces, landscape island existence, building footprint, etc.), if not, include a letter or separate plan indicating the differences. A site visit will be conducted by City staff to verify field conditions and locate any discrepancies. Discrepancies with existing field conditions and the most recently City approved Site Plan may require an administrative Site Plan revision, which must be approved prior to issuance of a restriping/repaving permit.
- Clearly identify limits of the job: if the entire area shown on the plans is to be restriped, add a note to the plans; if the entire area shown on the plans will not be restriped, outline the limits of job with a thick blue or black marker.
- All handwritten notes and/or changes to plans must be done in blue ink (no photo copies), initial and dated adjacent to, and clouded
- Provide typical dimensions and detail of both regular and accessible parking spaces; preferably on Site Plan sheet
- Label drive aisle dimensions if not already labeled on plan
- Provide a table with both the existing and proposed number of accessible and regular parking spaces; only necessary if information is not shown on plans and/or the number of parking spaces is being changed
- No ramps are permitted in drive aisles; if this condition exists, include a note that they will be removed and replaced outside of drive aisle. Please note a separate permit is required for this work (repaving, sidewalk, or curb permits).
- All striping shall be clearly illustrated on plans and include:
  - Stop bars, stop signs, and double yellow tails at all driveway exits
  - Stop bars and signs at intersecting internal drive aisles - both stop bars and signs to be installed at all stop conditions
  - Regulatory and warning signs where applicable (One-way, Do Not Enter, Right-turn Only, Yield, etc.)
- If regular parking spaces are being converted to an accessible parking space(s) and corresponding access aisle(s), they must be clearly illustrated and dimensioned on the plans and provide a note explaining what happens to the extra width (i.e.: 3 standard parking spaces at 10-ft each for a total of 30-ft converted to 2 accessible parking spaces at 12-ft with one 5-ft access aisle for a total of 29-ft, what happens to the extra 1-ft)
  - If extra space is less than or equal to 4-feet, it should be distributed equally through the accessible parking space(s) and access aisle(s)
  - If extra space is greater than 4-feet, it should be striped out as a no parking area
- Provide the required number of accessible parking spaces per the Florida Building Code or per the Fair Housing Act, whichever is applicable
- Provide the required 5-foot access aisle for accessible parking spaces



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- Provide an accessible path from all accessible parking spaces and verify the path does not lead behind another parking space
- Provide detectable warning at the required locations
  - City requires truncated domes for detectable warning in ROW and recommends use on private property
  - City accepts either Vanguard, Armor Tile, stamped concrete, pavers, or equal approved by City Engineer
- If new accessible parking spaces are proposed, minimize the number of regular parking spaces lost and locate them so they are as close to the entry of the facility as possible; cloud all changes.
- No ramps are permitted in access aisles, if this condition exists, include a note that they will be removed and replaced outside of access aisle. Please note a separate permit is required for this work (repaving, sidewalk, and/or curb permits).
- If existing landscaping will be impacted due to ADA upgrades, contact the Urban Forester at 954-746-3272 to determine landscape requirements prior to restriping permit submittal

**Permit Requirements**

- All striping located at driveways exiting to ROW (i.e. stop bars, double yellow tails) shall be thermoplastic
- All signage located at driveway exits shall be high intensity and FDOT compliant
- All stop signs located at driveway exits shall be 30-inch x 30-inch
- All existing signs must be plumb and at correct height
- All regulatory signs in poor condition must be replaced
- All fire lane striping and signage must be maintained as previously approved and exists in field
- All parking lane stripes shall be single 4-inch lines unless approved differently on Site Plan
- All median noses located at driveways exiting to ROW shall be striped & include RPMs per Broward County standards
- Accessible parking signs shall have the logo, "Parking by Disabled Permit Only", \$250 fine and be 7-feet from bottom of the lowest sign to grade
- Accessible parking space sign shall be located at the back of sidewalk or behind curb, where possible
- Access aisle and accessible parking symbol shall be white for visibility
- Sites that require wheelstops must comply with Section 16-142(b)(12) of the City Code
- Broken or damaged wheelstops must be replaced; all wheelstops must be pinned and pins must be recessed
- All wheelstops shall be white or yellow to maintain visibility; wheelstops at accessible parking shall NOT be blue
- All fire hydrants must have a blue RPM located in the center of the adjacent drive lane
- All water valves shall be painted blue
- For Overlays - All existing drainage structures must be maintained at their current elevation
- For Overlays - All valves and sanitary sewer manholes must be raised to grade
- For Overlays - The height of all existing curbing must be maintained per Site Plan (typically 6-inch minimum)
- For Overlays - Drainage flow patterns shall not be substantially modified

By signing below, the owner/owner’s agent and contractor acknowledge the above restriping/repaving permit requirements and that restriping/repaving permits issued by the Engineering Division of the Community Development Department are explicit to restriping and/or repaving only. Changes made to the site by restriping, does not alleviate the property owner from any existing violations currently of the Site Plan. Furthermore, Site Plan violations created through a restriping permit are not protected from code enforcement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Owner / Owner’s Agent

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Contractor’s Qualifier

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

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