

CITY OF PEMBROKE PINES

ENVIRONMENTAL SERVICES / ENGINEERING DIVISION CONSTRUCTION PERMIT APPLICATION

ALL BLANK SPACES MUST BE FILLED-IN. SEE PAGE 2 FOR PERMIT SUBMITTAL AND FEE REQUIREMENTS

Date Submitted:	Permit No.:	Issue Date:	Expiration Date:
Total Fee: \$	Receipt No.:	Working Hours: 7:30 am - 6:00 pm Monday thru Thursday	
Residential / WSPD Bond:		Commercial / W&S Bond:	

Project Name: _____

Project Location: _____

Describe proposed work: _____

Proposed date of commencement of construction: _____

Type of Work	Construction Cost (\$)	Permit (\$) *
<input type="checkbox"/> Clearing / Demolition	_____	_____
<input type="checkbox"/> DRA / Lake Excavation / Fill	_____	_____
<input type="checkbox"/> Paving / Signage & Markings	_____	_____
<input type="checkbox"/> Other	_____	_____
<input type="checkbox"/> Drainage	_____	_____
<input type="checkbox"/> Water	_____	_____
<input type="checkbox"/> Sewer	_____	_____
<input type="checkbox"/> Other	_____	_____
* See permit requirements on second page. TOTAL \$	_____	_____

Contractor: _____ **Office Phone:** _____

Address: _____ **City / Zip:** _____

State Reg. No.: _____ **Certificate of Competency No.:** _____

Contact Name: _____ **Direct Phone:** _____

Email: _____ **Fax:** _____

Developer/Owner: _____ **Phone No.:** _____

Address: _____ **City / Zip:** _____

Contact Name: _____ **Email:** _____

Engineer/Architect: _____ **Phone No.:** _____

Address: _____ **City / Zip:** _____

Contact Name: _____ **Email:** _____

Approval Dates & Permit Numbers (Provide copies of Agency Permits / Approval Letters

FDOH-FDEP WATER _____ BC-FDEP SEWER _____ SBDD _____

BCHCED/BCTED _____ FDOT _____ SFWMD _____

City Plans: P&D _____ W&S _____ Shop DRAWINGS W&S _____ D _____

NOTE: FDEP 'NOTICE OF INTENT' (NOI) MUST BE SUBMITTED PRIOR TO START OF CONSTRUCTION. MUST CALL (954) 518-9040 FOR ALL REQUIRED INSPECTIONS. THE PERMIT CARD MUST BE POSTED AT JOB SITE.

It shall be the responsibility of Engineer of Record, the Owner/Developer and the contractor to obtain all necessary permits required from other agencies such as SFWMD, SBDD, FDOH -FDEP, BC Domestic Wastewater Program/ FDEP Wastewater, FDEP/BCEPGMD, BCHCED, BCTED, FDOT denoted on the approved plans and to comply with the requirements of these permits.

An Environmental Services - Engineering Division Construction Permit for proposed work, identified and described above and according to the DRAWINGS and/or specifications, is hereby approved and granted to the above contractor, subject to the permit and/or approval of the project plans / drawings and/or specifications as required by other applicable Local, County, State, and/or Federal Agencies, having jurisdiction over the project.

<p>Submitted by:</p> <p>Qualifier's Signature: _____</p> <p>Qualifier's Name: _____</p> <p>Title: _____</p> <p>Contracting Firm: _____</p>	<p>Approved By:</p> <p>_____</p> <p>_____</p> <p align="center">Environmental Services / Engineering Division</p> <p align="center">City of Pembroke Pines</p>
---	---

CITY OF PEMBROKE PINES
ENVIRONMENTAL SERVICES / ENGINEERING DIVISION
CONSTRUCTION PERMIT APPLICATION - REQUIREMENTS AND INSTRUCTIONS

1. Environmental Services / Engineering Division Construction Permit shall be issued by the Environmental Services / Engineering Division and is required for all construction activities within private property, dedicated public rights-of-way and easements, including but not limited to; clearing/demolition, lake/DRA/swale excavation and fill, roadway construction, roadway cuts/restoration, parking and sidewalk improvements/modifications, curbing, light poles, traffic signs and signals, pavement markings, drainage systems, water distribution systems, sewer collection and transmission systems, sewage lift stations, public utility systems/directional borings and other site engineering related improvements and work activities.

2. For Plan Review Submittal: One (1) Set of 24"X36" format Plan along with the payment of Plan Review fee

* Paving & Drainage Plans Review Fee - \$837.11

* Water & Sewer Plans Review Fee - \$837.11

NOTE: Plans Review Fees include two (2) reviews of the plans only, after which an additional plans review fee will be required.

3. Permit Application: Blank forms may be obtained from the Environmental Services / Engineering Division at 8300 S. Palm Drive, Pembroke Pines, Florida 33025 - Phone (954) 518-9040, Fax (954) 518-8905 or by visiting the City Website: 'PPines.com'. Please complete all applicable application blanks. Incomplete and/or unsigned applications will not be accepted for permit processing.

4. Permit Processing: ALL submittal documentation, except for the Permit Fee, must be presented for acceptance of the application by the Environmental Services / Engineering Division for processing.

5. Contractor's License and Insurance required for permit processing and issuance.

6. Construction Contract: A copy of the Contractor's 'Executed Construction Contract' which shows the breakdown of all Site Construction Quantities and Costs for the project must be submitted with the permit application for City calculation of the Permit Fee. The City will advise the Contractor of the Permit Fee required to be paid prior to the Environmental Services/Engineering Division's scheduling of the required Pre-Construction Meeting.

7. Plans/Drawings and Governmental Approvals/Licenses/Permits - Upon notification of Plan Approval: Three (3) sets of 24"x36" format and four (4) sets of 11"x17" format plans/drawings (and specifications, if applicable), signed and sealed by a Professional Engineer registered in the State of Florida, and which have already been reviewed and approved by all applicable governmental agencies having jurisdiction over the project. Copies of all applicable Permits, Licenses and 'Approval Letters' (showing stipulations or conditions of approval if any) from applicable governmental agencies must be provided for permit. All Permits, Licenses and 'Approval Letters' must be within a maximum period of 12 months preceding the date of issuance of the City's Construction Permit.

8. Permit Fee: 5.01192 % of all Site Construction Costs, except for Earthwork or Excavation Costs at 2.50596 % or as otherwise specified in Sections 150.16 of the City Code of Ordinances. Note that permit fees are subject to the consumer price index adjustments as of October 1st of each year.

9. Material Review Check List and Shop Drawings: A minimum of three (3) copies of the City's 'Materials Review Checklist for Water and Sewer Utility Construction' and sewer manholes shop drawings along with one (1) set of SBDD stamped approved drainage structure shop drawings must be submitted to the Environmental Services / Engineering Division as a prerequisite to scheduling the required Pre-construction Meeting. NOTE that all items on the "Materials Review Checklist" must be completed (or noted as "N/A"). The sewer manhole and drainage structure shop drawings must be reviewed by and stamped acknowledging approval or "No Exception Taken" by both the Engineer of Record and Contractor.

10. Performance Bond: A Performance Bond or equivalent in the amount of 110% of the Site Construction Costs is required to ensure construction per the approved plans/drawings. Performance Bonds or equivalent must be verified through the City Attorney's office before issuance of the Permit by the Environmental Services / Engineering Division. A bond is not required for projects within private property with a total water and sewer Construction Cost of \$25,000 or less. For Residential projects the Bond will be based on the value of Water, Sewer, Paving and Drainage improvements.

11. Pavement Cuts: This permit does NOT cover any pavement cuts on any existing roads, swales, or sidewalks in public right-of way. A separate permit must be applied for such activities.

12. Pre-Construction Meeting: A pre-construction meeting must be scheduled prior to issuance of the Construction Permit. The pre-construction meeting will be held in the Environmental Services / Engineering Division office. No construction shall begin prior to the completion of the Pre-construction Meeting, unless otherwise approved in advance by the Environmental Services / Engineering Division.

13. All construction to be performed under the Construction Permit must conform to the requirements of the City's Code of Ordinances. The City's Code of Ordinances shall supersede the approved plans and specifications. The City reserves the right to enforce such requirements of the City's Code during construction.

14. Other Fees during Construction: * Re-Inspection Fee: 1st \$ 94.78 – 2nd \$143.78 – 3rd \$287.53

15. The Construction Permit expires one (1) year from the date of issue of the permit unless work is still in progress (required inspections must be scheduled).