



CITY OF PEMBROKE PINES - ENGINEERING DIVISION

EXCAVATION IN ROW - PERMIT APPLICATION

8300 South Palm Drive Pembroke Pines, Florida 33025

Phone: 954-518-9040 - Fax: 954-518-8905

Permit No.	
Date Issued:	
** Official use ONLY **	

SBDD	<input type="checkbox"/>	Not required	FDOT	<input type="checkbox"/>	Applicable	BROWARD COUNTY	<input type="checkbox"/>	Applicable	MOT	<input type="checkbox"/>	Applicable
	<input type="checkbox"/>	Acknowledgement email		<input type="checkbox"/>	Received		<input type="checkbox"/>	Received		<input type="checkbox"/>	Received
	<input type="checkbox"/>	Stamped Approved Plan			Not applicable		<input type="checkbox"/>	Not applicable		<input type="checkbox"/>	Not applicable

Permit for Excavation / Directional Drilling in Public Right-of-Way

*** Comply with "ALL" the Requirements on 2nd. page of this Application before submission ***

UTILITIES AS-BUILT INCORPORATED Yes No \Rightarrow IF "NOT" \Rightarrow \Rightarrow Please email request to: Asbuilts@ppines.com

Project # _____ APP # _____ Date Received: _____

Project Description: _____

Project Location: _____

Roads to Be Impacted: _____

Project Manager: _____ Phone: _____ Email: _____

Utility Owner: _____ Phone: _____

Address: _____ City / Zip: _____

Contact Name: _____ Ofc. Direct phone: _____

Email: _____ Cellular phone: _____

Excavating Contractor: _____ Phone: _____

Address: _____ City / Zip: _____

Representative: _____ Ofc. Direct phone: _____

Email: _____ Cellular phone: _____

*** NO WORK SHALL COMMENCE PRIOR TO THE PRE-CONSTRUCTION MEETING, IF SUCH A MEETING IS REQUIRED. ***

PRECON MEETING REQUIRED Yes No By: _____ City Inspector: _____

*** NOTIFY ENGINEERING OFFICE 48 HOURS PRIOR TO STARTING "ANY" WORK (954) 518 - 9040 ***

*** ATTENTION ***

The Florida Underground Facility Damage Prevention and Safety Act (Chapter 556 of Florida Statutes) requires all excavators operating within 24-inches of City utilities to use INCREASED CAUTION to include HAND DIGGING, POT HOLING, SOFT DIGGING, etc. to accurately identify underground facilities (556.105(5), F.S.). Any use of mechanized equipment with 24-inches of City utilities must be supervised. If any excavator fails to perform this duty, the excavator may be liable for the total sum of the losses to all parties involved up to \$500,000 per utility (556.106(2)(b), F.S.). Obtaining information as to the location of an underground facility does not excuse any excavator from performing excavation in a careful and prudent manner, based on acceptable engineering and construction practices, and IT DOES NOT EXCUSE THE EXCAVATOR FROM LIABILITY FOR ANY DAMAGE OR INJURY RESULTING FROM THIS EXCAVATION (556.106(2)(c), F.S.).

I HAVE READ AND UNDERSTAND THE ABOVE WARNING AND CONDITIONS ON 2nd PAGE OF THIS PERMIT APPLICATION	
Signed by Excavating Contractor:	
Name :	Date:

Approved By: / Date
City of Pembroke Pines - Engineering Division

REQUIREMENTS OF PERMIT FOR EXCAVATION

DIRECTIONAL DRILLING IN PUBLIC R.O.W

Please be aware that only completed applications with the following permit submittal documentation will be accepted for review by the Engineering Division.

Permit Application Checklist:

- Only One (1) set of 11" x 17" format Plans for Plan Review submittal, including both a 'Plan View' and 'Profile' to scale, denoting all existing utilities. City water and sewer force mains and fiber optic cables, along with roadway drainage, must be clearly and accurately depicted based on as-builts and/or best available record information.

All submissions must have a letterhead of transmittal indicating Project information.

For your convenience, you can submit new permit application by email: excavationinrow@ppines.com

NOTE: a minimum of 7.5' feet horizontal separation and 18" inches vertical separation must be provided relative to all City utilities (water, gravity sewer, including water services, sewer laterals, force mains, fiber optic cable, roadway drainage, etc.) unless otherwise approved in advance by the Engineering Division.

- Utilities as-builts must be incorporated in the design set of the permit application. This is a prerequisite for acceptance of plans for review.

NOTE: Contact ⇒ The Engineering Division by email at: asbuilts@ppines.com to request as-built information for existing City utilities, except roadway drainage within project limits.

Contact South Broward Drainage District (SBDD) at (954) 680 – 3337 for roadway drainage as-builts.

- Copy of Contractor's State Certification and Certification of Competency.
- Copy of Liability Insurance and Worker's Compensation Insurance.
- South Broward Drainage District (SBDD) – Stamped approved plan, permit or 'No Permit Required' acknowledgement email or letter.
- MOT must be prepared by an FDOT Certified MOT Engineer Provider, and MOT Plans must be 'site-specific' for the affected streets/roadways.
- HOA Letter acknowledging their awareness of the proposed work and authorizing the utility owner listed to submit for permit.
- Copy of letter of notification issued to the residents of the community advising them of the project and potential temporary excavations, as well as possible cabinet installations within the yard area.
- Signs are required to be posted at each entrance to the community notifying residents of the construction 48 hours in advance of the start.
- Permit application submitted for 'communication pole and equipment'. Installation shall reflect the location of all equipment, cabinets and the City antenna pole, as well as ground mounted cabinet and equipment, including landscaping requirements.

Upon notification of Plan Approval: Please submit for official City approval stamp:

Two (2) sets of 11" x 17" signed and sealed plans for the permit, including two (2) City-referenced as-builts and two (2) certified MOT plans.

Regulations/Specifications:

1. An engineering construction permit to conduct excavation and/or directional drilling operations in public rights-of-way for the proposed work identified and described on Page #1, according to the approved plans/drawings and/or specifications and the attached stipulations, is hereby approved and granted to the noted Contractor, subject to the permit and/or approval of the project plans/drawings and/or specifications required by all applicable local, county, state, and/or federal agencies having jurisdiction over the work/improvement.
2. If a pre-construction meeting is noted on the approved plans/drawings or permit, the meeting shall be scheduled through the Engineering Division. The permit will only be released at the conclusion of the meeting. A representative of the contractor and the utility company must be present at the pre-construction meeting.
3. All work under this permit MUST COMPLY with the requirements of THE CITY ORDINANCES and approved Plans.
4. This permit DOES NOT ALLOW open-cutting of any roadway pavements, unless specifically approved by City Engineer. Directional drilling or other approved methods must be utilized.
5. All driveways disturbed under this permit must be completely resurfaced, flat (without a dip), from sidewalk/right-of-way line to the edge of pavement of the adjacent roadway.
6. Maintain a copy of City and other agency permits at the construction site all times.
7. Conduct daily self-inspections to check for proper MOT.
8. If work is in FDOT ROW or abutting City ROW, a copy of their approved permit must be submitted.
9. Upon completion of the project, the Contractor/Utility Company must call for a final engineering inspection. Receipt of bore logs and final as-built is a prerequisite to receive the City final letter.
10. All punch list items generated by the final engineering inspection must be corrected within 30 calendar days, or a 'HOLD' will be placed on all future permits applied for by a given utility company until all punch list items have been satisfied for the "Open" permit.

NO WORK SHALL COMMENCE PRIOR TO THE PRE-CONSTRUCTION MEETING, IF SUCH A MEETING IS REQUIRED.

***** NOTIFY ENGINEERING OFFICE 48 HOURS PRIOR TO STARTING "ANY" WORK (954) 518 - 9040 *****