

CITY OF PEMBROKE PINES

ENVIRONMENTAL SERVICES DIVISION CONSTRUCTION PERMIT APPLICATION

ALL BLANK SPACES MUST BE SATISFIED IN INK, SEE OTHER SIDE FOR PERMIT REQUIREMENTS. CALL (954) 435-6511 FOR INSPECTIONS. THE PERMIT CARD MUST BE POSTED AT JOB SITE.

Date Submitted:	Permit No.:	Issue Date:	Expiration Date:
Total Fee: \$	Receipt No.:	Working Hours: 7:30am-6:00pm - Mon. thru Thur.	
P & D Bond:	W & S Bond:		
Project Name:			
Project Location:			
Describe proposed work:			
Proposed date of Commencement of Construction:			
<u>Type of Work</u>	<u>Construction Cost (\$)</u>	<u>Permit (\$) *</u>	
<input type="checkbox"/> <u>Paving</u>	_____	_____	
<input type="checkbox"/> <u>Drainage</u>	_____	_____	
<input type="checkbox"/> <u>Excavation / Fill / Lake</u>	_____	_____	
<input type="checkbox"/> <u>Other</u>	_____	_____	
<input type="checkbox"/> <u>Water</u>	_____	_____	
<input type="checkbox"/> <u>Sewer</u>	_____	_____	
<input type="checkbox"/> <u>Other</u>	_____	_____	
Subtotal	_____	Subtotal	_____
*See permit fee requirements on back		TOTAL \$	TOTAL \$
Contractor:			
Address:		City:	Zip:
State Reg. No.		Certificate of Competency No.	
Contact Name:		Phone:	Fax:
Developer/Owner:		Phone:	Fax:
Address:			
Engineer/Architect:		Phone:	Fax:
Address:			
Approval Dates & Numbers (attach copies of approval letters):			
HRS _____	DPEP _____	SBDD _____	
City Plans: P & D _____	W & S _____	Shop Drawings: W & S _____	D _____

NOTICE OF INTENT FROM DEP MUST BE SUBMITTED TO OUR OFFICE PRIOR TO BEGINNING CONSTRUCTION

It shall be the responsibility of the Engineer of Record, the Owner/Developer and the contractor to obtain all necessary permits required from other agencies, such as HRS, EPD, DEP, SFWMD, SBDD, BCTED, FDOT, HRS, and to comply with the requirements of these permits.

An Environmental Services Division Construction Permit for proposed work, identified and described above and according to the approved specifications and drawings, is hereby approved and granted to the above contractor, subject to the permit and/or approval of the project, drawings and/or specifications required by any Local, County, State, and/or Federal Agency.

Permit Applied by: _____ Signature _____ Name & Title _____ Contracting Firm _____	Remarks <u>Call for all required inspections</u> _____ _____ Application Approved By: _____ Environmental Services Division
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1. **Definition:** Environmental Services Division Construction permits, to be issued by the Environmental Services Division are required for all construction activities within private property and dedicated public rights-of-way and easements including, but not limited to; excavation, fill, road construction, road cuts, parking areas, sidewalks, swales, curbing, light poles, traffic signs, pavement markings, drainage lines, drainage structures, water distribution systems, sewer collection and transmission systems, sewage lift stations and other engineering activities.
2. **Permit Application:** Blank forms may be obtained from the Environmental Services Division, 13975 Pembroke Road, Pembroke Pines, Florida 33027. Telephone (954) 435-6511 Fax (954) 435-6755. Please complete all applicable blanks. Incomplete and/or unsigned applications cannot be processed.
3. **Permit Processing:** A minimum of five (5) working days is required for the processing of a permit application
4. **Permit Fee:** 4.64% of the construction cost, or as otherwise specified in Sections 150.16 & 6 – 16 of the City Code of Ordinances. Note: permit fees are subject to the consumer price index.
5. **Lake Excavation Permit Fee:** See permit schedule in Environmental Services Division.
6. **Other Fees:** The following fees (if applicable must be paid prior to the process of this permit application)
Paving & Drainage plan review fee - \$720.65 Water & Sewer plan review fee - \$720.65
Street light fee - \$1000/ pole Re-Inspection Fee-1st- \$78.22- 2nd-\$117.33- 3rd-\$234.61
7. **Drawings and Specifications:** Seven (7) sets of drawings and specifications, signed and sealed by a Registered Professional Engineer in the State of Florida, and which have already been reviewed and approved by the City/County/State, Health and Rehabilitative services, Environmental Protection Division, South Florida Water Management District, South Broward Drainage District, DEP Notice of Intent, and all other applicable review agencies. Approval letters (showing stipulations if any) from the above-mentioned review agencies should be submitted. All approvals must be within a maximum period of 12 months proceeding the date of issuance of the permit.
8. **Shop Drawings:** A minimum of three (3) copies of the shop drawings should be submitted to the Environmental Services Division acknowledging review by contractor and approval by the Engineer of Record.
9. **Performance Bond:** A performance bond or equivalent in the amount of 110% of the construction cost is required to ensure construction per the approved engineering plan. If the bond has already been submitted to the City, then please attach a copy. Performance bonds or equivalent must be verified through the City Attorney's office before any permit issuance. A bond is not required for projects within private property with a total construction cost of \$25,000 or less.
10. **Construction Contract:** A copy of the construction contract which shows the breakdown of all costs and quantities of the project must be attached with the permit application.
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 the issuance of the construction permit. Pre-con will be held in the Environmental Services Division office. No construction shall begin prior to the pre-construction meeting.
13. All construction to be performed under this 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.
14. Permit expires one (1) year after date of issue unless work is still in progress (required inspections must be scheduled).