



ENGINEERING AND COMMUNITY DEVELOPMENT DEPARTMENT
ENGINEERING AND CONSTRUCTION MANAGEMENT DIVISION
 5399 N. Dixie Hwy., Oakland Park FL. 33334

ENGINEERING WORK PERMIT APPLICATION

CONTRACTOR NAME			DEPARTMENT USE ONLY							
CONTRACTOR ADDRESS			PERMIT NO.			DATE ISSUED				
CITY	ZIP	PHONE	CERTIFIED COST ESTIMATE							
E-MAIL ADDRESS			PERMIT FEES (8.8% of Eng Estimate)							
OWNER'S NAME			PERFORMANCE BOND = \$							
OWNER'S ADDRESS			The issuance of an engineering permit does not give you permission to violate deed restrictions and/or home owners regulations. Please check deed restrictions and legal records at the County before commencing any construction.							
CITY	ZIP	PHONE								
PROJECT TITLE			The City reserves the right to distribute the information contained herein and/or subsequent inspections to the appropriate homeowners association or condominium association in compliance with the laws.							
PROJECT LOCATION										
CONTACT PERSON'S NAME	PHONE									
SUBDIVISION/SHOP CENTER		BLOCK/UNIT	SHOP DRAWINGS		N/A	A	D			
TYPE OF WORK - CHECK APPLICABLE			SUBMITTALS	A	DATE	D	DATE	N/A	DATE	INITIAL
			NOI							
CLEARING AND GRUBBING ONLY PERMIT: INCLUDES ACTIVITIES TO CLEAN UP A SITE, REMOVE BRUSH, WEEDS, TREES, STUMPS, ROOTS, DEBRIS. NO BACKFILL ALLOWED ON SITE.			EPD(Bio)							
			EPD(Drainage)							
RIGHT-OF-WAY LANDSCAPING PERMIT: INCLUDES ACTIVITIES TO LANDSCAPE AREAS OF THE PUBLIC RIGHT-OF-WAY			EPD(Dred.&Fill)							
			DOH (Water)							
PAVING, DRAINAGE, WATER & SEWER PERMIT: BRIDGES, BULKHEADS, CURBS (PADS, CONCRETE), CULVERTS, DREDGING, EARTHWORK, ENDWALLS, GRADING, GUARDRAILS, HEADWALLS, PAVING (SUBGRADE, LIMEROCK, ASPHALT), SIDEWALKS (SUBGRADE, CONCRETE), STREET SIGNS, STORM DRAINS (INLETS), WATER MAINS, FITTINGS, TRENCHES, SEWER AND FORCE MAINS, APPURTENANCES, TRENCHES, FITTINGS, PUMP STATIONS AND REQUIRED EXCAVATION.			EPD (Sewer)							
			TREE PERMIT							
PUBLIC UTILITY PERMIT: INCLUDES ALL REQUIRED ACTIVITIES FOR THE REPAIR(S) AND INSTALLATION(S) OF TELEPHONE, CABLE, AND ELECTRIC LINES.			COMMENTS: (A - APPROVED, D - DENIED, N/A - NOT APPLICABLE)							
			AUTHORIZED SIGNATURE						DATE	
NOTE: TREE PROTECTION BARRIERS ARE TO BE INSTALLED BEFORE CONSTRUCTION BEGINS AND THE BARRIERS HAVE TO REMAIN UP FOR THE ENTIRE CONSTRUCTION PROCESS.										
PROJECT DESCRIPTION:										
BROWARD COUNTY CENTRAL EXAMINING			FLORIDA STATE CERTIFICATION NO.							
BOARD CERTIFICATE OF COMPETENCY			CONTRACTOR'S AND/OR OWNER'S AFFIDAVIT: Application is hereby made to obtain a permit to do the work and installation as hereon indicated. I certify that no work or installation has been effected prior to the issuance of said permit and no violations exist and that all work will be performed to meet standards of all laws regulating construction in the City of Oakland park and the Florida Building Code whether specified in this permit application and accompanying plans or not. I also certify that all work will be done to comply with all Federal, State, County laws, rules, regulations and resolutions. Furthermore, I certify that no violations exists on this property. I understand that a separate permit is required for work involving ELECTRICAL, PLUMBING, MECHANICAL, STRUCTURAL AND FROM ANY OTHER AGENCY OR DEPARTMENT THAT MAY HAVE JURISDICTION.							
NOTARIZED SIGNATURE OF CONTRACTOR										
NOTARY	DATE		(Fees are non-refundable)							
This permit does not become valid until signed by the Engineering and Community Development Department Director or Designee and all fees are paid. Issuance of this permit is based on the information represented on the provided construction plans.										

CITY OF OAKLAND PARK

ENGINEERING AND COMMUNITY DEVELOPMENT DEPARTMENT
Engineering and Construction Management Division

REQUIREMENTS FOR OBTAINING AN ENGINEERING PERMIT

STEP 1

Please verify that your permit application package contains all the following applicable items

(check):

Initial Submittals:

- Letter of Transmittal.**
- Permit Application** completely filled out.
- Three (3)** sets of plans (sheets 11" x 17" size) for review and approvals signed and sealed by the **Engineer of Record** registered in the State of Florida.
- City of Oakland Park Certified Cost Estimate** attached.

Approval of Plans and Cost Estimate:

- Performance Bond** in the form of Letter of Credit, Cash (in the form of a check accompanied by Alternate Security for Cash Form) or Surety Bond.
- Proof** of approval by all agencies having jurisdiction (EPD, FDOT, SFWMD, etc.).
- Contractor's Certificates of **Competency** and **Insurance**.

STEP 2

All Engineering permits application submittals, subsequent permit issuance and permit fees must be processed through the Building Division.

ENGINEERING AND COMMUNITY DEVELOPMENT DEPARTMENT Building Division
5399 N. Dixie Highway, Suite 3.
Oakland Park, Fl. 33334
(954) 630-4475

STEP 3

A **PRE-CONSTRUCTION MEETING** with the Engineering and Construction Management Division is required prior to securing a permit and commencement of work. Please call **(954)**

630-4401 to coordinate the pre-construction meeting. The contractor, subcontractors, engineer of record, and the engineer's inspector should be in attendance. The meeting is to be held at the Engineering and Community Development Department conference room located:

ENGINEERING AND COMMUNITY DEVELOPMENT DEPARTMENT Engineering Division
5399 N. Dixie Highway
Oakland Park, Fl. 33334
(954) 630-4484 FAX: (954) 229-0422

THE FOLLOWING IS A BRIEF DESCRIPTION OF PERMIT TYPES:

CONSTRUCTION SITE WORK PERMIT (WITHIN PRIVATE PROPERTY)

Includes activities to clean up a site, remove brush, weeds, trees, stumps, roots, debris, canal/lake excavation, grading, demucking, shaping canal and lake banks, dry and wet retention areas, cut & fill. Permit also includes work consisting of on-site drainage, paving & grading, signing & pavement markings.

PAVING & DRAINAGE AND WATER & SEWER PERMIT (WITHIN PUBLIC RIGHT OF WAY OR DEDICATED EASEMENT)

Bridges, bulkheads, curbs (pads, concrete), culverts, dredging, earthwork, endwalls, grading, guardrails, headwalls, paving (subgrade, limerock, asphalt), sidewalks (subgrade, concrete), street signs, storm drains (inlets), water mains, fittings, trenches, sewer and force mains, appurtenances, trenches, fittings, pump stations and required excavation.

PUBLIC UTILITY PERMIT

Includes all required activities for the repair(s) and installation(s) of telephone, cable, gas and electric lines.

STEP 4

PROJECT CLOSE-OUT

Once **ALL** required inspections under assigned permits have been approved, the owner must request in writing (via letter on company letter head) request for release of bond. The following items must be submitted and approved by the Engineering Department before the bond release process can begin:

1. Two hard copy as-built signed and sealed by EOR.
2. One digital copy as-built
3. Absolute Bill of Sales
4. All Applicable Easement Form
5. Sketch and Legal Description of Easement
6. Opinion of Title
7. Final Lien Affidavit from Prime and Sub contractors.



CITY OF OAKLAND PARK CERTIFIED COST ESTIMATE

Project Name:	
Engineer:	
Developer:	

	TOTAL COST			FEE AMOUNT	
	Private	Public	% Fee	Private	Public
Clearing and Grubbing	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Site Development	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Paving and Drainage Construction	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Water and Sewer Construction	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Mobilization	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Testing and Miscellaneous	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Utility Relocation	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
Pavement Marking & Signing	\$0.00	\$0.00	8.80%	\$0.00	\$0.00
TOTALS:	\$0.00	\$0.00		\$0.00	\$0.00

Project Total: \$0.00

Total Permit Fee: \$0.00

CERTIFICATION:

I hereby certify that this estimate is true and correct to the best of my knowledge and belief and represents the total site development costs for the project.

Date	Engineer's Signature	Reg. No
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Public Improvement Performance Bond from Total Public Cost above (Required at permit issuance):

Cost = _____ \$0.00 x 100% = _____ \$0.00

Public Improvement Warranty Bond from Total Public Cost above (Required for 1 year after final acceptance):

Cost = _____ \$0.00 x 25% = _____ \$0.00

Approved by: _____ Date: _____