



## GUIDELINES FOR AN EARLY START CERTIFICATE

### Purpose

The Department of Sustainable Development Early Start Certificate (ESC) program allows construction projects to begin work while the application for permit is being reviewed.

### Authority

Section 105.12 of the 5<sup>th</sup> Addition Florida Building Code allows limited work to start before a permit is issued. Certain work is allowed to commence up to the point an inspection is required. An ESC is only valid for 30 working days. If a Building Permit is not obtained within 30 working days all construction must cease.

### Submittal Requirements & Process

Submit all required applications for permit (See Permit Applications Required on the following page).

If not previously submitted, provide two (2) sets of plans signed and sealed by a Professional Engineer in the State of Florida for the work to be done under the ESC, including but not limited to:

- Earthmoving
- Utilities Installation
- Erosion Control Plan or Surface Water Pollution & Prevention Plan (SWPPP)
- Foundation

Obtain any Demolition Permits and Inspections required prior to request for ESC. Submit ESC Request (No Fee Required).

Provide a copy of Urban Design & Planning DRC approval (If applicable).

Provide a copy of all applicable State and County Agencies Site Engineering & Environmental Approvals:

- SFWMD or BCEPGMD Surface Water Approval
- FDEP, BCEPGMD Army Core of Engineers Environmental Approval
- FDEP & BCEPGMD Sanitary Sewer Permit
- BC Health Department Water Extension Permit
- FDEP Notice of Intent (NOI)
- FDEP Coastal Construction Control Line Permit

Pay all Bonds required.

Obtain Floodplain Manager Approval.

The applicant will be notified via email of status (Please allow 24-48 hours).

If approved, a copy of the approval will be forwarded via email and also scanned into the Master Permit Record.

Schedule pre-construction meeting with Contractor (if applicable).

File and provide recorded Notice of Commencement (NOC) with Broward County.

The ESC must be posted in a conspicuous and accessible place on the job site.



**Permit Applications Required – Each permit applied for needs a separate application**

Building Permits Required

1. Building - As applicable to project

Engineering Permits Required (Engineering Permits must be obtained prior to ESC issue)

1. Site Preparation & Erosion Control – GSITEPREP
  - Cash or Surety Bond Required. Amount based on size of project shown on survey:

Under 1 Acre	\$ 2,500
1 Acre < 2 Acres	\$ 5,000
2 Acres or Greater	\$ 10,000
2. Maintenance of Traffic – GMOT (Only required if any lanes of traffic are affected by work)
3. Dewatering – GDWTR
  - If dewatering is not required contractor shall submit a signed and notarized Dewater Affidavit.

Forms can be found on the City website under Building Permits – Forms and Applications:

<http://www.fortlauderdale.gov/departments/sustainable-development/building-services/building-permits>

**Caution**

- ! **DO NOT work beyond the description of work on the ESC request.**
- ! **UNDER NO CIRCUMSTANCES shall any work proceed past the first required inspection threshold.**
- ! **INSPECTIONS CANNOT BE OBTAINED on any work until the Master Building Permit has been issued.**
- ! **DO NOT conceal any work performed.**

For any questions concerning the Early Start Certification (ESC) process, please contact the Building Official.



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Owner / Tenant Name
Job Address

Permit Number

E MAIL PHONE

CONTACT NAME

DESCRIPTION OF EARLY WORK TO BE DONE

- Building
Electrical
Mechanical
Plumbing
Site Work

In accordance with the Florida Building Code Section 1 0 5 . 1 2 , construction work is hereby authorized to commence pursuant to this permit at the above referenced address.

Issuance of this permit does not constitute permission to violate State of Florida and/or Broward County Building Codes and does not provide any guarantee that construction plans will be approved as submitted.

Failure to comply with any of the foregoing conditions shall constitute a violation of the Florida Building Code.

\*\*All contractors must be registered with the City of Fort Lauderdale, and submit current Worker's Comp and Liability Insurance with Early Start Request.

X
Signature of Owner/Tenant
STATEOFFLORIDA,COUNTYOF
Sworn to (or affirmed) and subscribed before me this day of 20, by (Print Name) Personallyknownor I.D.

X
Signature of Building Qualifier
STATEOFFLORIDA,COUNTYOF
Sworn to (or affirmed) and subscribed before me this day of 20, by (Print Name) Personallyknownor I.D.

Notary Signature

Notary Signature

Table with 2 columns: Approval Type (Building, Flood, Engineering) and Date.