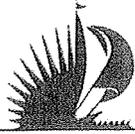


SUBMITTAL REQUIREMENTS FOR
ENGINEERING PERMITS FOR
LANDSCAPING IN CITY RIGHT-OF-WAY



CITY OF FORT LAUDERDALE

**REQUIREMENTS FOR INSTALLING
LANDSCAPING IN CITY RIGHT-OF-WAY**

Engineering Division – 700 NW 19 Avenue Fort Lauderdale, FL 33311 (954) 828-5649

General Submittal Requirements

- Permit Application for landscaping in the R/W
- If Owner/Builder, provide Owner/Builder Affidavit
- Recent survey
- Zoning Affidavit
- 2 sets of drawings or marked up survey drawn clearly showing and identifying the proposed trees and landscaping location, type and size of trees, and property lines. Drawings should show existing features such as driveways, sidewalks, trees, utility poles, fire hydrants, etc.
- Show on drawings overhead and underground utilities to ensure utilities are not in conflict and to determine if underground utilities must be protected with root barriers.
 - As-built construction drawings for existing City water, sanitary, and storm sewer utilities are available at the Engineering Department at City Hall (4th Floor) at 100 N Andrews Ave, 954-828-5051 or plan@fortlauderdale.gov.
 - Call 811 before you dig to have all utilities located and marked.
- Label horizontal clearance to utilities:
 - Minimum 5 ft clearance to underground utilities is required for small trees and 10 ft for large trees with intrusive root systems.
 - See FPL's Plant the Right Tree in the Right Place guide
 - See Fort Lauderdale Homeowners and Trees pamphlet
- Show and label sight triangles. Sight triangles must be clear of obstructions between 2.5 ft and 8 ft above elevation of adjoining pavement, per City Code 47-2.2 and 47-35.
 - 10 ft sight triangle is required from the intersection point of a driveway and street pavement
 - 25 ft sight triangle is required at the intersection of two streets, measured from the intersection point of extended property lines at a street and a street.
- Label horizontal clearance from tree trunk to edge of travel lane
 - Flush, no curb and gutter sections require minimum 6 ft
 - Curb and gutter sections require minimum 4 ft
- Swale shall be per Detail D4.2
- Landscaping Affidavit form must be signed by owner and recorded with the County at Broward County Governmental Center, 115 S Andrews Ave, Room 114.

Permit Type: _____ Master Permit # _____ Sub Permit # _____
 AFFORDABLE HOUSING HOUSING AUTHORITY HABITAT FOR HUMANITY

COMPLETE FORM IN BLACK INK - ONLY SIGNATURES MAY BE IN STANDARD BLUE INK

Owner's Name _____ Phone # _____
 Owner's Street Address _____
 City _____ State _____ Zip Code _____ Owner's Email _____
 Fee Simple Titleholder's Name (if other than owner) _____
 Fee Simple Titleholder's Address _____ City _____ State _____ Zip _____
 Contractor's Company Name _____ Phone # _____
 Contractor's Business Address _____ City _____ State _____ Zip _____
 Contractor's E-mail Address _____ Alternate Phone # _____
 Qualifier's Name _____ State Certificate # _____
 Broward County Certificate of Competency # _____ State Registration # _____

Job Address _____ City _____
 Legal Description: Subdivision _____ Lot _____ Block _____ Building # _____
 Type of Property: Single family Duplex/Two-family Multi-Family Condominium Commercial

Description of Work to be Done

Type of Work: New Addition Alteration Demolition Repair Revision Other
 Square Feet _____ Linear Feet _____ # Windows/Doors _____ # Shutter Openings _____
 Total Job Cost: \$ _____ # Gallons _____ Max Cap _____ Present Use _____
 Electric \$ _____ Building \$ _____ Engineering \$ _____
 Fire Sprinkler \$ _____ Roof \$ _____ Fence/Wall \$ _____
 Mechanical \$ _____ Pool/Spa \$ _____ Sign \$ _____
 Plumbing \$ _____ Paving/deck \$ _____ Landscape \$ _____

For Office Use Only: Occupancy Type _____ Construction Type _____ Lowest Floor Elevation _____ Flood Zone _____

Designer of record _____ Reg# _____ Phone _____
 Address _____ City _____ State _____ Zip _____

_____ Application is hereby made to obtain a permit to do the work and installation as indicated. I certify that no installation or work has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in the City of Fort Lauderdale, OR I acknowledge that this is an application for an After the Fact permit. I understand that separate trade permits must also be secured as per section 105.1 Permits Required, and must have notarized owner/agent and qualifier signatures.

OWNER'S or AGENT AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. Furthermore, I authorize the above-named contractor to do the work stated.

WARNING TO OWNER or AGENT: Your failure to record a notice of commencement may result in your paying twice for improvements to your property. If you intend to obtain financing, consult your lender or an attorney before recording your notice of commencement. The notice of commencement must be recorded at the Broward County Clerk of the Courts, Room 114, 115 S Andrews Ave, Fort Lauderdale FL 33301.

STATE OF _____ COUNTY OF _____ STATE OF FLORIDA - COUNTY OF _____

Signature _____ Signature _____
 Circle one: Owner or Agent Circle one: Contractor or Owner (with Owner Builder Affidavit)

Print Owner/Agent Name _____ Print Contractor/Owner Name _____

Sworn to (or affirmed) and subscribed before me this _____ day
 of _____, 20_____. Sworn to (or affirmed) and subscribed before me this _____ day
 of _____, 20_____.

Signature _____ Signature _____
 NOTARY as to Owner/Agent NOTARY as to Contractor/Owner

Print Notary Name _____ Print Notary Name _____

_____ Personally known or _____ Produced Identification _____ Personally Known or _____ Produced Identification

Type of Identification Produced _____ Type of Identification Produced _____

Notary Stamp: _____ Notary Stamp: _____

City of Fort Lauderdale
PERMIT INFORMATION

MECHANICAL

SIGN DATA

| | | |
|---|---|--|
| <p><u>QUANTITY</u></p> <p>___ A/C Unit ___ Boiler ___ Cooling Tower ___ Commercial Hood ___ Dampers ___ Dryer Vent ___ Duct Register ___ Exhaust System ___ Fireplace ___ Fire Suppression ___ Fuel Tank ___ Heater</p> | <p><u>QUANTITY</u></p> <p>___ Piping Length Feet ___ Residential Hoods ___ Spray Booth ___ Smoke Detector ___ Supply Fan ___ Trash/Linen Chute ___ VAV Box ___ Walk-in Cooler ___ Other Misc. (list) ___ Other Misc. (list)</p> | <p>SQUARE FEET _____ ZONE _____</p> <p><u>TYPE</u></p> <p>___ Non-Illuminated ___ Electrical ___ Single Pole ___ Multiple Poles ___ Wall Flat ___ Wall Painted ___ Single Face ___ Double Face ___ Other (list)</p> <p><u>BUILDING TYPE</u> _____</p> <p><u>PURPOSE</u></p> <p>___ City ___ Direction ___ Identification ___ Real Estate ___ Temp. Construction ___ Other (list)</p> |
|---|---|--|

PLUMBING

| | | |
|--|--|---|
| <p><u>QUANTITY</u></p> <p>___ Air Lines ___ Area Drain ___ Backflow ___ Bar Sink ___ Bath Tub ___ Bidet ___ Boiler ___ Can Wash ___ Coffee Urn ___ Condensate ___ Dishwasher ___ Disposal ___ Drainfield, Storm ___ Drinking Fountain ___ Drywell ___ Dumpster Drain ___ Floor Drain</p> | <p><u>QUANTITY</u></p> <p>___ Gas Outlet ___ Grease Outlet ___ Hand Sink ___ Hose Bib ___ Ice Maker ___ Insta Hot ___ Kitchen Sink ___ Laundry Tray ___ Lavatory ___ Lawn Sprinkler Heads ___ Pool Piping ___ Pool Heater ___ Pot Sink - 3 Comp. ___ Remodel - Repair ___ Roof Drain ___ Safe Waste ___ Septic Tank Conversion</p> | <p><u>QUANTITY</u></p> <p>___ Service Sink ___ Sewer tap ___ Sewer Cap ___ Shower ___ Sump Pump ___ Trench Drain ___ Urinal ___ Washer ___ Water Closet ___ Water Heater ___ Water Meter ___ Water Service ___ Water Softener ___ Well, Irrig., Disposal ___ Other (list)</p> |
|--|--|---|

FIRE

ELECTRICAL

| | | | |
|---|--|--|---|
| <p><u>QUANTITY</u></p> <p>___ Boat Dock Protection ___ Chemical System (lbs) ___ Double Detector ___ Fire Main (size) ___ Fire Pump (size) ___ Hose Outlets ___ Siamese/FDC ___ Smoke Control (sq ft) ___ Sprinkler Heads (sq ft) ___ Standpipe Risers ___ Other (list)</p> | <p><u>QUANTITY</u></p> <p>___ A/C Heater ___ Basic Receptacle ___ Burglar Alarm Device ___ Burglar Alarm Panel ___ Data Outlet ___ Dock Pedestal ___ Fire Alarm Device ___ Fire Alarm Panel ___ Fixture ___ Generator _____KW ___ GFCI Receptacle ___ Light/Outlet ___ Motors _____ HP ___ Motors _____ HP ___ Motors _____ HP</p> | <p><u>QUANTITY</u></p> <p>___ Panels _____ Amps ___ Panels _____ Amps ___ Panels _____ Amps ___ Plug/Mold/per foot ___ Pole/Site Lighting ___ Service _____ Amps ___ Service _____ Amps ___ Service Repair ___ Signs ___ Special Purpose Receptacles ___ Swimming Pool ___ Switches ___ Telephone Outlet ___ Temporary Service Pole ___ Transformers _____ KVA</p> | <p><u>QUANTITY</u></p> <p>___ Track Lighting/ per foot ___ TV Camera ___ TV Monitor ___ TV Outlets ___ Other (list)</p> |
|---|--|--|---|

NOTICE: In addition to the requirements of this permit, there shall be additional restrictions applicable to this property that may be found in the public records of the county, and there shall be additional permits required by other governmental entities such as water management districts, state agencies or federal agencies.

The issuance of this permit by the City of Fort Lauderdale does not in any way create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the City for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law.

The applicant must obtain all other applicable state or federal permits before commencement of the development.

OWNER BUILDER PERMIT AFFIDAVIT FORM

State of Florida
County of Broward
City of Fort Lauderdale

Under certain circumstances, as described below, owners of property may be exempt from contractor qualification and certification requirements. To qualify for such an exemption, an owner must personally appear and be provided with a DISCLOSURE STATEMENT, and must personally sign the building permit. If you build or improve a duplex, you must live in one of the units. If the work is on a commercial building, it must be free standing (ie., not a strip center).

DISCLOSURE STATEMENT

- 1. I understand that state law requires construction to be done by a licensed contractor and have applied for an owner-builder permit under an exemption from the law. The exemption specifies that I, as the owner of the property listed, may act as my own contractor with certain restrictions even though I do not have a license.
2. I understand that building permits are not required to be signed by a property owner unless he or she is responsible for the construction and is not hiring a licensed contractor to assume responsibility.
3. I understand that, as an owner-builder, I am the responsible party of record on a permit. I understand that I may protect myself from potential financial risk by hiring a licensed contractor and having the permit filed in his or her name instead of my own name. I also understand that a contractor is required by law to be licensed in Florida and to list his or her license numbers on permits and contracts.
4. I understand that I may build or improve a one-family or two-family residence or a farm outbuilding. I may also build or improve a commercial building if the cost does not exceed \$75,000. The building or residence must be for my own use or occupancy. It may not be built or substantially improved for sale or lease. If a building or residence that I have built or substantially improved myself is sold or leased within 1 year after the construction is complete, the law will presume that I built or substantially improved it for sale or lease, which violates the exemption.
5. I understand that, as the owner-builder, I must provide direct, onsite supervision of the construction.
6. I understand that I may not hire an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have the licenses required by law and by county or municipal ordinance.
7. I understand that it is frequent practice of unlicensed persons to have the property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. I, as an owner-builder, may be held liable and subjected to serious financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
8. I understand that I may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on my building who is not licensed must work under my direct supervision and must be employed by me, which means that I must comply with laws requiring the withholding of federal income tax and social security contributions under the Federal Insurance Contributions Act (FICA) and must provide workers' compensation for the employee. I understand that my failure to follow these laws may subject me to serious financial risk.
9. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.
10. I understand that I may obtain more information regarding my obligations as an employer from the Internal Revenue Service, the United States Small Business Administration, the Florida Department of Financial Services, and the Florida Department of Revenue. I also understand that I may contact the Florida Construction Industry Licensing Board at 850-487-1395 or Call.Center@dbpr.state.fl.us or Broward County Permitting, Licensing and Consumer Protection Division at 954-765-4400, Option 8 or broward.org/building/ for more information about licensed contractors.
11. I understand that licensed contractors are regulated by laws designed to protect the public. If I contract with a person who does not have a license, the Construction Industry Licensing Board and Department of Business and Professional Regulation may be unable to assist me with any financial loss that I sustain as a result of a complaint. My only remedy against an unlicensed contractor may be in civil court. I understand that, if an unlicensed contractor or employee of an individual or firm is injured while working on my property, I may be held liable for damages. If I obtain an owner-builder permit and wish to hire a licensed contractor, I will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage.
12. I am aware of, and consent to, an owner-builder permit applied for in my name and understand that I am the party legally and financially responsible for the proposed construction activity at the follow address:
13. I agree to notify the City of Fort Lauderdale immediately of any additions, deletions, or changes to any of the information that I have provided on this disclosure

AFFIDAVIT

I, _____, am applying for a building permit pursuant to the Owner Builder exemption set forth in Florida Statute, Section 489.103 and Broward County Code Section 9-26. I hereby acknowledge that I have read the above DISCLOSURE STATEMENT, and that I comply with all the requirements for the issuance of an owner builder permit.

(Signature of Property Owner)

Sworn to and subscribed before me this

_____ day of _____, 20_____

Notary Public
My Commission Expires: _____

CITY OF FORT LAUDERDALE
ZONING DIVISION

A F F I D A V I T

STATE OF FLORIDA)
BROWARD COUNTY)

BEFORE ME, personally appeared _____
(Affiants Name)

present owner of _____
(Legal Description)

located at _____
(Street Address)

who, first being duly sworn, deposes and states that no additions or changes to the property have been made since the date shown on the attached survey.

Affiant also acknowledges that this survey is not valid without a raised seal and assumes all responsibility and liability for any alterations that may have been made to this survey.

(Affiants Signature)

Sworn to and subscribed before me this _____ day
of _____, 20 _____

Notary Public

My Commission Expires: _____

NOTIFICATION REGARDING SURVEYS

ULDR Sec. 47-241.F Application requirements: An application for a development permit shall be submitted to the department on forms provided by the department. Unless otherwise provided herein, the following is a list of the minimum requirements for an application for a development permit.

47-24.1.F.3 Survey of the subject property.

This requirement is interpreted as meaning, "A current, valid survey."

BEGINNING OCTOBER 15, 1999

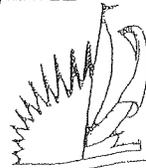
THE CITY OF FORT LAUDERDALE ZONING DEPARTMENT WILL ACCEPT COPIES OF CURRENT, VALID SURVEYS WHEN SUBMITTED WITH A SIGNED SURVEY AFFIDAVIT FOR THE FOLLOWING PROJECTS:

1. FENCES
2. DRIVEWAYS
3. SITE WALLS
4. PATIOS
5. DECKS
6. SEAWALLS
7. DOCKS
8. SHEDS (100 SQ FT. OR UNDER IN SIZE)
9. PUBLIC SIDEWALK (ENGINEERING)

IMPORTANT NOTES:

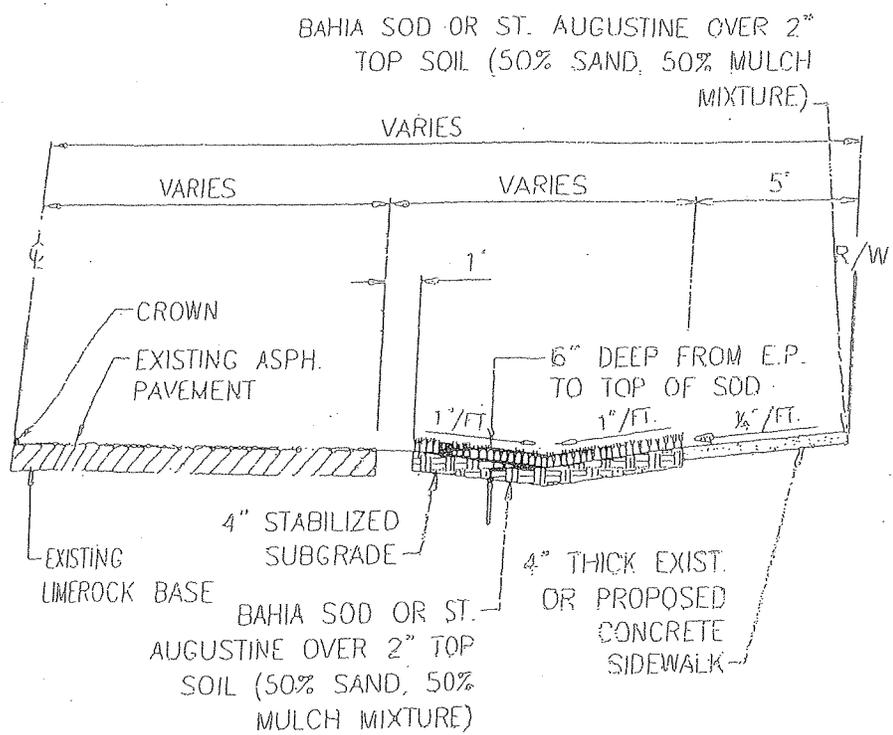
1. Only copies of current, valid surveys that are complete and legible will be accepted.
2. A valid survey having a raised seal and signature of a Florida registered survey engineer
3. A current survey is defined as a survey that shows all the improvements on a site as they exist at the time application is made.
4. All other applications require a current, valid survey

THE ZONING COUNTER WILL HAVE COPIES OF THE AFFIDAVIT AVAILABLE FOR YOUR USE.



CITY OF FORT LAUDERDALE

OFFICE OF THE CITY ENGINEER R



- NOTE:
1. CONTRACTOR SHALL CENTER BOTTOM OF SWALE BETWEEN EDGE OF PAVEMENT AND R/W LINE IF NO SIDEWALK EXISTS.
 2. SWALE SHALL BE CONTINUOUS FROM PROPERTY LINE TO PROPERTY LINE.

| | |
|-----------------------|-------------------|
| DATE FEB '06 | SCALE N.T.S. |
| REVISED: MARCH '09 | DRAWN BY: A.C. |

6" SWALE PROFILE

D
4.2

LANDSCAPING AFFIDAVIT

STATE OF FLORIDA
COUNTY OF BROWARD

Before me this day personally appeared _____, who, being duly sworn, deposes and says that in the event any franchise utility company, City personnel, City of Fort Lauderdale contractor hired by the City or anyone authorized by the Engineering Department damages, destroys or disturbs this temporary landscaping (Permit Number _____), thus causing a hardship for the OWNER, neither the CITY, the contractor, nor the other person shall be held responsible, that the OWNER of the property described below shall bear all costs for the repair of said landscaping at no cost to the City of Fort Lauderdale under any circumstances.

Owner agrees at its own cost and expense at all times to construct and maintain or cause to be maintained the materials associated with this permit. All repairs and replacements shall be at least of equal quality and class to the original approved plans. If Landscaping becomes a public nuisance or impacts drainage, the City resolves the right to require owner to remove landscaping improvements and replace with Sod per City Detail D4.2 or an equal alternative.

This Agreement shall be binding upon the successors and assigns of the parties, and all conditions and covenants in it shall be construed to be, and are, covenants running with and encumbering the land.

All legal documents pertaining to the above must be recorded by OWNER with Broward County Office of Records and transmitted with application and plans before temporary permit can be approved.

LOT: _____ BLOCK: _____ SUBDIVISION: _____

ADDRESS: _____

CITY _____ STATE: _____ ZIP: _____

Owner (Please Print or Type)

Owner (Signature)

Sworn to and subscribed before me this _____ day of _____, A.D., 20__

Notary Public
State of Florida at Large

My Commission Expires: