



DEVELOPMENT SERVICES DEPARTMENT - ENGINEERING

UTILITY FRANCHISE PERMITTING REQUIREMENTS

Rev: 4 | Revision Date: 07/02/2026 |

I.D. Number: UFPR

PRE-DESIGN UTILITY COORDINATION

- 1) Obtain Sewer, Water, and Storm Drainage information in the vicinity of the proposed work from City of Fort Lauderdale Public Works Department. Please contact plan@fortlauderdale.gov to request Atlas Sheets, GIS and **As-built information**; (show and label on the plan and profile sheets).
- 2) For any proposed **Crossing of City facilities** within City, State, or County right-of-way (ROW), or if the Development Services Department (DSD) Land Development Division determines that Subsurface Utility Engineering (SUE) testing is warranted, Vacuum Excavation or Ground Penetrating Radar (GPR) will be required.
- 3) When applicable, provide Verified Vertical and Horizontal testing (VVH) information in a table format, including the common station, offset and corresponding test hole number/GPR data location. Test hole number / GPR location shall be shown on corresponding plan and profile sheets.
- 4) Provide a copy of the **Sunshine 811 Design Ticket** request.
 - a) Provide a copy of the Sunshine 811 response letter.
 - b) Provide copy of Utility Information Request Letter to other Utility Authorized Owners (UAOs) listed on the Sunshine 811 Design Ticket response.
 - c) Provide copies of all Utility information, provided by every UAO, the Sunshine 811 Design Ticket provided, including letters of "no facilities".
 - d) UAO to provide their Design and Construction Standards.

MINIMUM PLAN REQUIREMENTS

- 1) Show all existing Utility information to scale on plan and profile sheets:
 - a) Clearly show and label street names, property lines, ROW lines, driveways, swales, sidewalks, buildings and easements.
 - b) Clearly show all existing City Facilities (Water, Sewer, Storm, City Lighting) and all Franchise and Private Utilities in the proposed work vicinity.
 - c) Manholes, valve boxes, hand holes, fire hydrants, etc. shall be clearly shown on plan.
- 2) Show all proposed facilities on plan and profile sheets:
 - a) Clearly depict all proposed work (Directional Drilling, Trenching, Pole Installation, Line Work, etc.)
 - b) Provide the facility type, diameter, material and depth of proposed facilities.
 - c) Provide all VVH information in a tabular format and reference the corresponding details on all relevant plan sheets.



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- d) Label all proposed below ground hand holes, manholes, accessible vault structures, valve boxes, splice boxes, etc. installed within City ROW as **traffic load-rated**, in accordance with AASHTO H-20/HS-20 specifications.
 - e) Label portions of the proposed work, which is located on Private Property, (not within Public Utility Easements), as **'Not Part of City of Fort Lauderdale ROW Permit Approval'**.
- 3) The cover sheet shall include the following contact information:
- a) Utility Owner Project Managers
 - b) All UAOs in the construction vicinity
 - c) Emergency contact names, along with **24-hour** Phone Emergency Contact information for each UAO

DESIGN STANDARDS

- 1) Show and label **24-inch minimum** vertical separation where crossing existing utilities with directional bore conduit, **18-inch minimum** vertical separation where crossing existing utilities with open-cut trench conduit. A **5-foot minimum** horizontal separation from existing utilities (trenching or boring) is required. Ground cover shall be maintained at **36-inch minimum** cover beneath paved travel-ways, and **30-inch minimum** cover otherwise. The preceding is a general rule, see the following exceptions:
- a) Land Development will determine the required vertical separation based upon the crossed City facility, proposed facility type, method of installation, and proposed facility diameter/ reamer diameter.
 - i) When existing subsurface utilities, structures, or groundwater conditions make it impractical to achieve the required vertical separation or ground cover, DSD-Engineering may grant approval for a reduced separation, provided that public safety and utility integrity are not compromised.
 - b) Proposed utility poles shall be installed per current FDOT ['Florida Greenbook'](#) criteria. A minimum **4-foot** offset to Face of Curb (FOC) or **6-foot** offset to Edge of Pavement (EOP) shall be maintained. New construction, including down guy anchors, cabinets, pedestals, etc. shall be per current FDOT ['Florida Greenbook'](#) criteria.
 - c) Per NFPA 1 - 18.5.7 clear space around Hydrants, Fire: a **36-inch** clear space shall be maintained around the circumference of Fire Hydrants.
 - d) For proposed at-grade cabinets/pedestals provide the distances to nearest cross streets, EOP, FOC and include H" x W" x D" dimensions.
 - e) Show and label sight triangles as per [City Code of Ordinances Section 25-308\(m\)](#) of the ULDR.



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RESTORATION OF THE CITY ROW

- 1) UAO shall use Low Impact Utility Markings when locating facilities. Acceptable marking products for pre-marking a proposed excavation in white or marking underground facilities: flags, stakes, temporary/non-permanent paint, chalk and other industry accepted **low impact marking practices**. Members are required to mark their underground facilities in appropriately designated colors.
- 2) Show and label proposed Bore Pit Locations and Size on plan and profile sheets.
- 3) Quantify the area of restoration and the proposed materials. Include [City standard restoration details](#) on the plans.
- 4) Pavement Restoration for Utilities or Curb Cuts within the City ROW must be shown on plan and shall cover the full lane width. Provide a minimum **1-inch** milling and resurfacing with Type S-III Asphalt and tack coat for final resurface of **25-feet** in each direction of cut, per [City Code of Ordinances Section 25-108](#). Please show limits of restoration with dimensions.

OUTSIDE AGENCY APPROVALS

For any work occurring within the ROW of other governing agencies, including, but not limited to, Broward County, the Florida Department of Transportation (FDOT), the U.S. Army Corps of Engineers, or the South Florida Water Management District (SFWMD), provide a copy of the approved permit via upload to the permit record.

PERMIT CLOSEOUT/INSPECTION

- 1) Upload **As-built** drawings via a Modification Request (Deferred Submittal)
 - a) See [LPR Video Tutorial: Modification Request \(Revisions & Deferred Submittals\)](#)
 - i. PDF of associated project Bore Logs.
 - ii. Restoration Photos.
 - iii. Plot of Constructed Bore (Utilizing Bore Logs) against the approved Bore Design at permitting to ensure there are no utility conflicts.
 - b) Once Engineering approval is provided for the **As-built** drawings, the Engineering Plan Reviewer will schedule the Final Engineering Inspection based upon Inspectors' availability.