

SITE WORK PERMIT PROCESS

After the perimeter plat has been approved by the Commission, the Developer may apply for a site work permit. The following items must be submitted in order to obtain a site work permit.

- 1) A copy of the contractor's license and insurance. Insurance form should indicate City as additional insured and also indicate the project name.
- 2) Projected construction cost and quantities from the contractor's bid documents
- 3) SFWMD permit approval for the conceptual drainage system
- 4) SBDD permit for early work
- 5) COE permit approval of wetland/mitigation areas
- 6) BCEPGMD permit approval of wetland/migration areas
- 7) Tree Removal permit issued from the City's Community Development Department
- 8) Lake Excavation permit (if necessary)
 - a) Two (2) sets of Lake Excavation/Fill Plans with typical cross-section across the lake approved by the City's Engineering Services Department
 - b) Engineer certified fill calculations for Lake Excavation permit
 - c) Certified cost estimate for lake sloping and fencing
 - d) Surety Bond for Lake Excavation
- 9) The required permit fee as per the Engineering Fee Schedule.
- 10) An 8% surcharge of the permit fee is to be collected on all permits issued.
- 11) A completed site work permit application must also be submitted.
- 12) After all items have been received, reviewed and are satisfactory, a site work permit will be issued within three (3) business days.
- 13) If the site remains inactive for a period of one (1) year after the date of permit issuance, the contractor must apply for a new permit.