PUBLIC WORKS PERMIT APPLICATION

City of Miami Gardens
1515 NW 167 Street, Bldg 7 Suite 420, Miami Gardens, FL 33169
Phone (305) 622-8000 Ext 3320, Fax (305) 622-8032

OFFICE USE ONLY
PROCESS NO.
DATE:
CLERK:
DATE ISSUED:
CODE TYPE:

PROPERTY OWNER INFORMATION					
Name:					
Address:					
City:		State:		Zip:	
Phone:		Fax:			

CONTRACTOR					
Company:					
Address:					
City:		State:		Zip:	
Phone:		Fax:			
Contractor License:					
Qualifier:					

ENGINEER					
Name:					
Address:					
City:		State:		Zip:	
Phone:					
Fax:					

Call "811" before you begin any digging project.

LOCATION OF IMPROVEMENTS			
Property Address:		Zip:	
Master Permit No.:			
Folio #:			
Lot:		Block:	

TYPE OF WORK / DIMENSIONS	
☐ Driveway / (width)	**Type**:
☐ Sidewalk	Linear feet of sidewalk:
☐ Drainage (Right-of-way)	Linear feet of pipe:
☐ Drainage (Private property)	Linear feet of pipe:
☐ New Parking Lot Paving	**Square feet of paving:**
☐ New Street Paving (R.O.W)	Linear feet of road:
☐ New street Paving (Private)	Linear feet of road:
☐ Resurfacing or Seal Coating	Square feet of resurfacing:
☐ New Water Line	Linear feet of pipe:
☐ New Sewer Line	Linear feet of pipe:
☐ Water Line Connection	
☐ Sewer Line Connection	
☐ Other	
CONSTRUCTION VALUE	

NOTICE

All projects shall be designed in accordance with the City of Miami Gardens Public Works Specifications, Miami-Dade County Public Works Manual and the FDOT Standards manual. All work requires a permit unless specifically exempted by this department. A permit becomes null and void if work or construction is not commenced within **180**-days, or is suspended or abandoned for a period of **180**-days unless advised otherwise by the Public Works Director or his designee.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performances of construction.

Signature of Qualifier/Owner-Builder | Date

DRAINAGE ONLY

An engineer registered in the State of Florida should prepare all plans, specifications and calculations of the proposed work. Said plans and calculations shall be subject to the review and approval of the Department of Environmental Resources Management. The permit applicant will secure the services of an engineer registered in the State of Florida to conduct inspections throughout the construction period, and said engineer shall prepare all required drawings of record.

If road closure, an approved M.O.T. must be submitted along with permit application.

All construction activities are to use best management procedures to prevent sediments from entering adjacent property, stormwater inlets, water bodies, or other areas which may eventually cause them to be washed into adjacent surface water bodies.

Signature of Qualifier | Date

INTERNAL USE ONLY					
FEES					
BCCO (Dade County)	$		Penalty Fee	$	
BCAI (State)	$		Revision Fee	$	
DCA (State)	$		Zoning Fee	$	
City Surcharge 15%	$		Building Fee	$	
Up-Front Fee	$		Public Works Fee	$	
	$				
Total	$				

	Public Works Department Approval
Signature	
Title	
Date	

IMPORTANT NOTICES:

1. Work may begin only after receiving a validated permit and permit card. Application alone does not grant the right to begin construction.
2. Hours of construction are 7:00 a.m. to 6:00 p.m., Monday-Saturday. No work permitted on Sundays or holidays without prior authorization, except for emergencies.
3. No inspections will be conducted on weekends or holidays.
4. If road closure required, then construction permitted 9:00 a.m.-3:30 p.m. only. Notify Public Works (305-622-8000/Ext.3386) 48 hours in advance. Lane(s) must be clear of equipment/material before and after these hours. No exceptions unless approved by Miami Gardens Public Works or in the event of emergencies.
6. **Pre-construction meeting with Miami Gardens Public Works City Engineer required. Call 305-622-8000/ Ext.3386 to schedule**.
7. Letter to area residents, if applicable.
8. Approved density/compaction test must be submitted to Miami Gardens Public Works prior to final asphalt installation.
9. All construction areas must be kept clean, neat and sanitary and be restored to original condition or better. Rights-of-way and neighboring properties shall be kept free from dirt and debris and must be protected from damage by equipment or vehicles.
10. Equipment and materials shall be stored within your property, not on public rights-of-way.
11. Do not discharge water into rights-of-way or storm drains without prior approval from Miami Gardens Public Works.
12. **INSPECTIONS: To request a Public Works inspection, call 305-622-8044. Inspections are required including a final inspection upon completion of the project in order to close the permit.**
13. Failure to obtain an approved inspection within 180 days will cause this permit to expire and possible additional fees levied.

AFFIDAVIT – PLEASE READ CAREFULY

QUALIFIER'S AFFIDAVIT: Application is hereby made to obtain a Public Works permit to do work and installation as indicated on this form. I, certify that all work will be performed to meet the standards of all laws regarding construction in the City of Miami Gardens. I understand that separate permits may be required for ELECTRICAL, PLUMBING, DRIVEWAY and SIGNS. There may be additional permits required from other governmental agencies.

A Public Works permit application is subject to denial and a validated permit is subject to revocation or modification based upon applicable deeds, covenants, declarations, easements and any other legal restriction. By issuing a permit, the City of Miami Gardens makes no representation as to the existence or validity of any property restriction.

WARNING TO OWNER

A NOTICE OF COMMENCEMENT must be recorded when job value exceed $2,500. Permit card, plans and the recorded notice of commencement must be at job site, visible, in good condition and accessible at all times.
Your failure to record a NOTICE OF COMMENCEMENT may result in you paying twice for improvements to your property. If you are spending more than $2,500 or intend to obtain financing, you may wish to consult with your attorney or lender before recording your Notice of Commencement. The Notice of Commencement must be recorded at: 22 NW 1st Street, 1st floor, Miami, Florida, 305-275-1155, ext. 6. Once recorded, the Notice of Commencement must be POSTED AT THE JOB SITE in accordance with Section 713.35, Florida Statutes.

NOTARIZED SIGNATURE OF PROPERTY OWNER

State of Florida, County of Miami –Dade — Owner Print Name — Owner Signature

Sworn and subscribed to me this — Month — Day — Year — Notary's Signature

Personally Known or ID — Type — Expiration Date — Notary Stamp

NOTARIZED SIGNATURE OF QUALIFIER /OWNER-BUILDER

State of Florida, County of Miami –Dade — Qualifier/Owner -Builder Print Name — Qualifier/Owner -Builder Signature

Sworn and subscribed to me this — Month — Day — Year — Notary's Signature

Personally Known or ID — Type — Expiration Date — Notary Stamp