



Town of Surfside
Public Works Department
Public Works & Right of Way
Permit Application

Permit #: _____

CONTACT INFORMATION (Contractor)

Contractor: _____

Address: _____

City, State, Zip: _____

Office Contact Number: _____

Field Contact Number: _____

E-mail: _____

CONTACT INFORMATION (Owner)

Owner Name: _____

Address: _____

City, State, Zip: _____

Contact Number: _____

E-mail: _____

SCOPE OF WORK / PROJECT DESCRIPTION

PROJECT LOCATION

Please provide address and or locations of where project is to take place

ADDITIONAL PROJECT INFORMATION

Anticipated Start Date: _____

Anticipated End Date: _____

Will Night-time Work be required?: _____

Will the project occur on Town Roadway?: _____

Will the project occur on State Highway System?: _____



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REQUIRED DOCUMENTS (TO ACCOMPANY THIS APPLICATION - IF APPLICABLE - CHECK IF INCLUDED)

Management of Traffic (MOT) Plan

Work occurring on Town and State Road Right of Way requiring Right of Way staging or use.

Construction Drawings with Details

All work being submitted for permitting requires construction drawings and details.

Sediment and Erosion Control Plan

Work which requires dewatering, excavation, demolition or frequent vehicle flow.

Driveway Approach Detail

All work impacting the driveway approach and existing curb system.

Dewatering Plan

Work which requires maintaining an excavation free of water or bypassing.

Florida Department of Transportation Permit and LCIS

All work being performed on a State Road requires State approval and Lane Closure approval. Necessary back up to be provided along with this application.

Certificate of Insurance (COI)

All work occurring on Town of Surfside Right of Way making the "Town of Surfside" an additional insured.

AUTHORIZATION AND SIGNATURE

I hereby certify that I have read and agree to all of the terms and conditions contained within this right-of-way permit, which is incorporated herein by reference. I agree to complete the project in accordance with the approved plans, Town standards, codes, laws, regulations and generally accepted engineering and construction practices. In the event that work within the right-of-way is not completed accordingly, I agree to reimburse the Town for any damage or additional costs incurred by the Town. The Town reserves the right to revoke permit issued. The Town reserves the right to remove or modify any work installed by other within the Town's right of way. This includes, landscaping, sidewalks, driveways, any type of pavements, utility boxes and communication infrastructure. The Town reserves the the right to charge a fee for additional inspections after the first failed inspection. The Town reserves the right to seek additional investigation if it is suspected that the scope of work permitted impacted other existing infrastructure. Investigation is at cost to permittee.

X _____
Signature of Owner

Print Name: _____

STATE OF FLORIDA, COUNTY OF MIAMI DADE
Sworn to (or affirmed) and subscribed before me this _____
day of _____ 20____, by _____

X _____
Notary Signature

Notary Stamp or Seal

Personally Known or I.D.: _____

X _____
Signature of Qualifier

Print Name: _____

STATE OF FLORIDA, COUNTY OF MIAMI DADE
Sworn to (or affirmed) and subscribed before me this _____
day of _____ 20____, by _____

X _____
Notary Signature

Notary Stamp or Seal

Personally Known or I.D.: _____



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PERMIT GENERAL CONDITIONS

Notification to the Town of Surfside at Telephone No. 305-861-4863 shall be given twenty- four hours prior to the commencement of construction. No less than twenty-four hours' advanced notice shall be given for required inspections. The above applicant is to provide sufficient lights and danger signals and take all necessary precautions for preventing accidents or injuries to persons or property in or about the work herein permitted. This permit is issued subject to the actual work being performed by a contractor properly qualified by the Engineering Contractors Qualifying Board of Miami Dade County.

1. A copy of an approved Public Works Permit must be on site at all times. Failure to provide a copy of an approved permit can result in a Stop Work order.
2. Maintenance of Traffic (MOT) / Temporary Traffic Control (TTC) plans are required for all permitted activities in the Town's Right-Of-Way. Maintain local access to residents at all times. All high-volume traffic areas require an Off-Duty-Officer. Activities on 96th Street, Harding Avenue and Collins Avenue require an Off-Duty-Officer unless approved by the Public Works Director. Hard Pack access must have Town approved escorts. Roadway or Sidewalk closures must be explicitly approved by the Public Works Director. Sidewalk closures must be re-routed in accordance with FDOT MOT/TTC standards. Work activities being performed on open sidewalks must maintain 48 inches of walking access for pedestrian traffic. Nighttime work requires 72 hours notice prior to start. Nighttime work requires noticing properties determined by Public Works Director or designee.
3. Best Management Practices (BMPs) Good Housekeeping Practices (GHPs) are mandatory. All construction equipment, tools, and materials must be securely stored in a clean organized manner daily. Construction equipment is not allowed to be stored in the Right-of Way without approval. Stormwater Protection Plans are required for all construction related activities. Curb and Gutter must be cleaned regularly of all debris, sediment and construction materials. Inlet protection must be used if working near a storm drain. No sweeping or washing debris, sediments, construction dust or materials into storm drains.
4. Repair promptly any damages or injury to roads or sidewalks caused by the exercise of the privileges under this permit in accordance with Miami Dade County Public Works Standard Specifications and Details.
5. Hold the Town of Surfside harmless from payment of any damages or compensation resulting from the exercise of privileges granted under this permit.
6. Ensure that manholes and valve boxes in the work area do not extend above the final finish grade and that proper street cross sections are maintained throughout the length of the project.
8. Call 811 Sunshine and request field location and verification of any existing utilities prior to commencing project.
9. Perform all non-emergency operations during daylight hours and weekdays.
10. Tests to be performed by a qualified laboratory in accordance with the contract documents. Should the Town require additional tests, failing tests shall be paid for by the contractor, otherwise by the Town.
11. Provide property owners advanced notice of activities no later than 24 hours prior to commencement of work.
12. Excavations shall be completed (flowable fill) and a finish paving patch installed.
13. Signed and sealed as-built drawings are required prior to a final.
14. Asphalt thickness to match existing (inspection required. Pre restoration inspection required to determine restoration extents.

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FLORIDA

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PERMIT GENERAL CONDITIONS (ADDITIONAL)

APPROVED BY: _____ DATE: _____
Public Works Director or Designee