

# The City of Coral Gables

## PUBLIC WORKS

2800 SW 72 Avenue, Miami, Florida 33155

Tel: 305.460.5025 / 305.460.5026

Email: [pwpermits@coralgables.com](mailto:pwpermits@coralgables.com)

## PERMIT APPLICATION

CONTACT PERSON/PHONE NO. \_\_\_\_\_ EMAIL: \_\_\_\_\_

DATE: \_\_\_\_\_ SQ FT.: \_\_\_\_\_ EST. COST: \_\_\_\_\_ PW PERMIT #: \_\_\_\_\_

ALL OF THE FOLLOWING MUST BE FILLED IN BY APPLICANT ACCORDING TO FS 713.35

OWNER NAME/PHONE NO. \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_

LICENSE NUMBER: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

### WORK DESCRIPTION:

The undersigned affirms that the applicant is familiar and agrees to conform to the standard specification of the City of Coral Gables and all regulations of the Department of Public Works concerning work to be performed in the public right-of-way.

OWNER'S AFFIDAVIT: I certified that all foregoing information is accurate and that all work be done in compliance with all applicable laws regulating construction and zoning.

Print Name: OWNER

Address: \_\_\_\_\_

Signature: OWNER

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by \_\_\_\_\_ who has taken an oath and is  personally known to me,  has produced \_\_\_\_\_ as identification.

(Signature of Notary Public - State of Florida)

Print, Type or Stamp Commissioned Name of Notary Public

Print Name: NAME QUALIFIER/CONTRACTOR

Address: \_\_\_\_\_

Signature: QUALIFIER/CONTRACTOR

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by \_\_\_\_\_ who has taken an oath and is  personally known to me,  has produced \_\_\_\_\_ as identification.

(Signature of Notary Public - State of Florida)

Print, Type or Stamp Commissioned Name of Notary Public

CONSTRUCTION ON THE RIGHT-OF-WAY

DATE: \_\_\_\_\_

JOB LOCATION: \_\_\_\_\_

PROPOSED DATE  
OF CONSTRUCTION: \_\_\_\_\_

PROPOSED DATE  
OF COMPLETION: \_\_\_\_\_



SKETCH OF PROPOSED CONSTRUCTION

## **WHEN APPLICABLE, THE FOLLOWING MUST BE SUBMITTED WITH THE PERMIT APPLICATION**

### **PERMIT:**

Contractor must provide the following:

1. Certificate of insurance naming the City of Coral Gables as additional insured and certificate holder:  
  
City of Coral Gables  
Labor Relations and Risk Management  
2151 Salzedo Street  
Coral Gables, FL 33134
2. Site Specific maintenance of traffic plan (vehicular or pedestrian).
3. Contractor shall take before and after photos (or videos) of the project area and its vicinity to ensure proper restoration upon completion. Photos (or videos) shall be provided to Public Works staff upon request. Contractor will be responsible for the repair of all damages adjacent to their work area.

### **COASTAL:**

1. For coastal permits, the bond payment must be paid by the coastal contractors.
2. Coastal permits are only issued to marine contractors.

### **SIDEWALK:**

1. New sidewalks must be 4" thick. At the approach, sidewalks must be 6" thick with wire mesh.
2. Color must be "Coral Gables beige Lambert/Scofield", as per the City's specifications.

### **Approved Concrete Vendors:**

- Aronel Concrete
- Amanalto Concrete
- Barreiro Concrete
- Cemex Concrete
- South Florida Concrete
- Supermix
- Quickcrete Ready Mix
- Tarmac
- Central Supermix
- Superior Mix Concrete
- Interstar

## **City of Coral Gables Code**

### **Sec. 62-88. - Bond or liability insurance by permittee.**

Before any permit shall be issued under this division, the applicant shall furnish to the city evidence that the applicant is carrying public liability insurance, with the city named as an additional insured, with bodily injury liability limits of \$500,000.00 for each person, \$500,000.00 for each occurrence, and property damage liability limits of \$250,000.00 for each occurrence, or bodily injury liability and/or property damage liability, single limit of \$500,000.00 for each occurrence. No permit shall be issued to any applicant to perform work on, or cut into, the public right-of-way until a deposit has been made in a sufficient amount to the city to insure the repairs requested by the applicant, and such amount shall be determined by the director of public works; but in any event, the minimum amount of such bond shall be \$150.00, and maximum amount of such bond shall be 125 percent of the cost of proper restoration of the public right-of-way, the bond being to guarantee compliance with terms of the permit and to be in force for at least six months after the approved completion date of the work.

(Code 1958, § 28-33; Code 1991, § 22-113; Code 2006, § 62-65)

\*A new online system called Interactive Notice of Intent (iNOI) is now available to the public. Applicants that use iNOI can complete, save, edit, pay for (using a credit card) and submit NPDES Stormwater applications online. The use of iNOI is encouraged but voluntary. Applicants can still submit paper notices. iNOI is available at [www.dep.state.fl.us/water/stomwater/npdes](http://www.dep.state.fl.us/water/stomwater/npdes)

5. If you complete a paper NOI, submit it along with the application fee, as indicated below, to the NPDES Stormwater Notices Center. Authorization is usually granted 48 hours after the date the complete NOI is post-marked to the Notices Center.

The fee is required by Rule 62-4.050(4)(d), F.A.C.. Make checks payable to the Florida Department of Environmental Protection.

Large Construction (disturbs 5 or more acres of land) is \$400.

Small Construction (disturbs between 1 and 5 acres) is \$250.

6. Re-apply for coverage every five years (if the construction activity extends beyond a 5-year period) or submit an NOT to terminate coverage.

#### Where Can I Find More Information?

DEP's Web site provides more information on program - coverage and requirements, useful Web links, and electronic - versions of the CGP, all regulations and forms cited herein, - and SWPPP guidance. In addition, the NPDES Stormwater - Notices Center provides hardcopies of permits and forms. -

#### NPDES Stormwater Section

Florida Department of Environmental Protection -  
2600 Blair Stone Road, MS #2500 -  
Tallahassee, FL 32399-2400 -  
(850) 245-7522 -  
Email NPDES-stormwater@dep.state.fl.us -

#### iNOI

[www.dep.state.fl.us/water/stormwater/npdes](http://www.dep.state.fl.us/water/stormwater/npdes)

#### NPDES Stormwater Notices Center

Florida Department of Environmental Protection -  
2600 Blair Stone Road, MS #2510 -  
Tallahassee, FL 32399-2400 -  
(866) 336-6312 (toll free) or (850) 297-1232



**Florida Department of Environmental Protection**  
**NPDES Stormwater Section**  
2600 Blair Stone Road, MS #2500  
Tallahassee, FL 32399-2400

# The Florida NPDES Stormwater Permitting Program for

# Construction Activity





## What is Florida's NPDES Stormwater Permitting Program for Construction Activity?

In October 2000, the U.S. Environmental Protection Agency (EPA) authorized the Florida Department of Environmental Protection (DEP) to implement the National Pollutant Discharge Elimination System (NPDES) stormwater permitting program in the State of Florida (with the exception of Indian Country lands). The program regulates point source discharges of stormwater runoff from certain construction sites and was developed by EPA in two phases: Phase I regulates "large" construction activity (disturbing 5 or more acres of total land area) and Phase II regulates "small" construction activity (disturbing between 1 and 5 acres of total land area).

The "operator" (i.e., the entity that owns or operates the project and has authority to ensure compliance) of regulated construction sites must obtain an NPDES stormwater permit and implement appropriate pollution prevention techniques to minimize erosion and sedimentation and properly manage stormwater. DEP adopted under Rule 62-621.300(4), F.A.C., the **Generic Permit for Stormwater Discharge from Large and Small Construction Activities (CGP)** (DEP Document 62-621.300(4)(a)) which is applicable to Phase I large construction and Phase II small construction.

It is important to note that the permit required under DEP's NPDES Stormwater permitting program is separate from the Environmental Resource Permit (ERP) required under Part IV, Chapter 373, F.S., a stormwater discharge permit required under Chapter 62-25, F.A.C., or any local government's stormwater discharge permit for construction activity.

## Which Construction Activities Are Regulated Under the Program?

DEP's permitting program regulates construction activity that meets the following criteria:

- - Contributes stormwater discharges to surface waters of the State or into a municipal separate storm sewer system (MS4).
- - Disturbs one or more acres of land. Less than one acre also is included if the activity is part of a larger common plan of development or sale that will meet or exceed the one acre threshold. Disturbance includes clearing, grading and excavating.

### What Does the CGP Require?

- A **CGP Notice of Intent (NOI)** (DEP Form 62-621.300(4)(b)) must be submitted to DEP.
- A **Stormwater Pollution Prevention Plan (SWPPP)**. In part, the plan must include the following:
  - A site evaluation of how and where pollutants may be mobilized by stormwater
  - A site plan for managing stormwater runoff,
  - Identification of appropriate erosion and sediment controls and stormwater best management practices (BMPs) to reduce erosion, sedimentation, and stormwater pollution,
  - A maintenance and inspection schedule,
  - A recordkeeping process, and
  - Identification of stormwater exit areas.
- A **Notice of Termination (NOT)** (DEP Form 62-621.300(6)) must be submitted to DEP to discontinue permit coverage. An NOT may be submitted only when the site meets the eligibility requirements for termination specified in the CGP.

### What Are Some Examples of BMPs?

A comprehensive SWPPP includes both structural and non-structural controls. Some commonly used controls follow:

### Structural Controls

- - **Retention Ponds.** Permanent structures designed to allow time for sediments to settle and water to infiltrate the ground.
- - **Temporary Sediment Basins.** Structures designed to detain sediment-laden runoff from disturbed areas long enough for sediments to settle out and control the release of stormwater.
- - **Entrance/Exit Controls.** Temporary controls, such as gravel, used to stabilize the entrances/exits to the site to reduce the amount of soils transported onto paved roads by vehicles (known as "track-out").
- - **Silt Fencing.** A temporary erosion and sediment control used to prevent dirt from entering waterways before bare soil is stabilized with vegetation.
- - **Berms.** A temporary erosion and sediment control that physically prevents polluted runoff from entering nearby storm drain inlets and waters.

### Non-Structural Controls

- - **Stabilization.** Techniques such as sodding, seeding/mulching and stone cover, which reduce the erosion of exposed soils and steep grades.
- - **Phased Construction.** Scheduling construction to occur during the dry season or to minimize the amount of land cleared at any one time.
- - **Good Housekeeping.** Techniques such as oil and fuel containment, spill prevention and clean-up, and street sweeping of "tracked-out" soils, which help prevent the contamination of stormwater runoff.

### How Do I Obtain Permit Coverage?

To obtain NPDES stormwater permit coverage, complete the following steps:

1. Obtain a copy of the CGP.
2. Carefully read the permit language.
3. Develop and implement a SWPPP.
4. Complete an NOI in its entirety online using the iNOI system \* or by submitting a paper NOI.