CITY OF PEMBROKE PINES

ENVIRONMENTAL SERVICES DIVISION LANDSCAPE PERMIT APPLICATION

ALL BLANK SPACES MUST BE SATISIFED IN INK, SEE OTHER SIDE FOR PERMIT REQUIREMENTS. CALL (954) 435-6511 FOR INSPECTIONS. THE PERMIT CARD MUST BE POSTED AT JOB SITE.

Permit No.:	Date:
Total Fee:	Receipt No.:
Landscape and/or Irrigation Bond:	
Project Name:	
Project Location:	
Describe proposed work:	
Proposed date of Commencement of Construction:	

Type of Work	Construction Cost ($)	Permit ($) *
☐ Landscape		
☐ Tree Removal		
☐ Other		
	TOTAL	TOTAL

*See permit fee requirements on back

Contractor:		
Address:		
State Reg. No.	Certificate of Competency No. :	
Contact Name:	Phone:	Fax:
Developer/Owner:	Phone:	Fax:
Address:		
Engineer/Architect:	Phone:	Fax:
Address:		
Approval Dates:		
Shop Drawings: *Irrigation* _____		

It shall be the responsibility of the Engineer/Architect, the Owner/Developer and the contractor to obtain all necessary permits required from other agencies and to comply with the requirements of those permits.

A Landscape Construction Permit for proposed work, identified and described above and according to the approved specifications and drawings, is hereby approved and granted to the above contractor, subject to the permit and/or approval of the project, drawings and/or specifications required by any Local, County, State, and/or Federal Agency.

Permit Applied by:

_____
Signature

_____
Name & Title

_____
Contracting Firm

Remarks _____

_____

_____

Application Approved By:

_____
Environmental Services Division
City of Pembroke Pines

10/04/04

ENVIRONMENTAL SERVICES DIVISION LANDSCAPE PERMIT REQUIREMENTS

1. **Definition:** Landscape Construction permits, to be issued by the Environmental Services Division are required for all construction activities within private property and dedicated public rights-of-way and easements including, but not limited to; installation of landscaping, irrigation and tree removal.

2. **Permit Application:** Blank forms may be obtained from the Environmental Services Division, 13975 Pembroke Road, Pembroke Pines, Florida 33027. Telephone (954) 435-6511 Fax (954) 435-6755. Please complete all applicable blanks. Incomplete and/or unsigned applications cannot be processed.

3. **Permit Processing:** A minimum of five (5) working days is required for the processing of a permit application

4. **Permit Fee:** 4.00% of the construction cost, or as otherwise specified in Sections 150.16 & 6 – 16 of the City Code of Ordinances.

5. **Other Fees:** Re-Inspection Fee- $62.27

6. **Drawings and Specifications:** Three (3) complete sets of plans must be submitted with permit application. All plans must be signed and sealed by a register professional of the appropriate discipline. A set of the approved stamped drawings and specification must be present on site at all times during construction and inspections.

7. **Shop Drawings:** A minimum of three (3) copies of the shop drawings must be submitted to the Environmental Services Division acknowledging review by contractor and approval by the Engineer/Architect.

8. **Performance Bond:** A performance bond or equivalent in the amount of 110% of the construction costs is required to ensure the landscaping construction is completed as planned. All bonds must be posted prior to the issuance of landscape permit. If the bond has already been submitted to the City, then please attach a copy. Performance bonds or equivalent must be verified through the City Attorney's office prior to any permit issuance.

9. **Construction Contract:** A copy of the construction contract indicating the individual costs and quantities as well as the lump sum cost of the project shall be attached with the permit application.

10. **Pavement Cuts:** This permit does NOT cover any pavement cuts on any existing roads, swales, or sidewalks in public right-of way. A separate permit must be applied in the Environmental Services Division for such activities.

11. **Pre-Construction Meeting:** The pre-construction meeting must be scheduled prior to the issuance of the construction permit. Pre-con will be held in the Environmental Services Division office. No construction shall begin prior to the pre-construction meeting.

12. **Inspections:** To schedule an inspection please contact the Environmental Services Division at (954) 435-6511 or fax your request to (954) 435-6755. All inspections must be scheduled a minimum of 24 hrs before the date of the inspection.

13. **Miscellaneous:** All construction to be performed under this permit must conform to the requirements of the City's Code of Ordinances. The City's Code of Ordinances shall supersede the approved plans and specifications.