City of Venice  
401 West Venice Ave., Venice, FL 34285  
941-486-2626  
DEVELOPMENT SERVICES - ENGINEERING/STORM WATER  
PERMIT APPLICATION  

<table>
<thead>
<tr>
<th>Date</th>
<th>Property Owner</th>
<th>Phone</th>
<th>Project Name</th>
<th>Building Permit #</th>
<th>Project Address</th>
<th>Contractor</th>
<th>License #</th>
<th>Phone</th>
<th>Engineer</th>
<th>Phone</th>
<th>Surveyor</th>
<th>Phone</th>
<th>On-site superintendent</th>
<th>Phone</th>
<th>Fax</th>
<th>Mobile or Construction Site Phone</th>
<th>Agent</th>
<th>Phone</th>
<th>Agent Address</th>
<th></th>
</tr>
</thead>
</table>

| License for maintenance of erosion controls | Phone | Mobile | Fax | Total Impervious Area | Lot size | Acres | |

Scope of improvements

Commencement Date | Completion Date | Not valid after |

<table>
<thead>
<tr>
<th>PERMIT TYPE</th>
<th>Account #</th>
<th>Fees payable at Cashier’s Counter</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Permit (review)</td>
<td>001-0000-329.11-01</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>Construction Permit (modification)</td>
<td>001-0000-329.11-02</td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td>Site Prep Permit Minor</td>
<td>001-0000-329.11-03</td>
<td>$25.00</td>
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</tr>
<tr>
<td>Site Prep Permit Other</td>
<td>001-0000-329.11-03</td>
<td>$100.00</td>
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<tr>
<td>Property Addition</td>
<td>No charge</td>
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<td></td>
</tr>
<tr>
<td>Right of Way Use Minor</td>
<td>001-0000-329.11-04</td>
<td>$50.00</td>
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<tr>
<td>Right of Way Use Other</td>
<td>001-0000-329.11-04</td>
<td>$200.00</td>
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<tr>
<td>Right of Way Use Building Permit</td>
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<td>License Application Required</td>
<td>001-0000-329.11-05</td>
<td>$150.00</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
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</table>

Acknowledgement of paver guideline (if applicable)

I certify that the foregoing information is accurate and that all work will be done in accordance with all applicable laws including Section 74 of the Venice City Ordinances, Municipal Code Sec. 62-1 through 62-126, 86-423 and all other applicable City Ordinances. I understand that improvements must be constructed in accordance with applicable City Standard Details and that I am responsible for the maintenance and replacement of all improvements that are installed in the City of Venice ROW.

Applicant Signature  
Permit Approved Date | Authorized by City Rep. |

SEE REVERSE SIDE FOR REQUIREMENTS

Revised 4/7/14
CONSTRUCTION PERMIT (review/modification)
In accordance with Municipal Code; “A Florida registered professional engineer shall be employed to design and inspect the installation of all required improvements such as streets, sidewalks, drainage structures, bridges, bulkheads, and water and sewerage (waste water and reclaimed water) facilities. All plans for improvements shall be prepared by such engineer and approved by the city engineer prior to construction. All survey monuments shall be installed as required in F.S. ch177.”
Complete cover sheet and submit with all plans, specifications, information and data necessary to determine the character of the improvements; including but not limited to:
- Construction plans in accordance with City Standard Details
- Construction schedule

Copies of all applicable permits and approved plans from agencies, such as SWFWMD, FDEP, NPDES NOI Letter & SWPPP, County or FDOT must be submitted to the City Engineer prior to commencement of any construction activities.
A representative of the City Engineer’s Office will inspect/verify installation of items that will be turned over to the City for operation and maintenance. The Owner/Developer will be billed for inspection services. The City Utilities Department will TV sanitary sewer lines and report to the City Engineer. The Owner/Developer will be billed for the TV inspection.

SITE PREP PERMIT
Municipal Code Section 74-264 Best Management Practices for Construction Sites, specifies that before any activity such as removal of vegetation, site grading, delivery of fill, or ground breaking, the property owner or his agent will meet certain requirements. These requirements apply to all construction sites, regardless of size.
1. In all cases, an erosion and sediment control plan is required. The plan must include a description of controls that will be used at the site, e.g., erosion/sediment controls and vehicle tracking controls; a description of maintenance and inspection procedures; contact person and phone #. (Single family residences are exempt from this item)
2. Copies of all applicable permits and approved plans from agencies, such as SWFWMD, FDEP, NPDES NOI Letter & SWPPP, County or FDOT must be submitted to the City Engineer prior to commencement of any construction activities.
3. Per City Code Sec. 74-265 a completed Certificate of Construction must be provided to the Engineering Dept. prior to receiving a certificate of occupancy.

Locates are required per Florida statutes. Copy of County tree permit required.

PROPERTY ADDITIONS
1. A topographic survey with improvements signed and sealed by a Florida licensed professional land surveyor is required. The required topographic survey shall include the proposed finished floor of the addition, the elevations of the adjacent lots, and the finished floor elevation of any existing structures located on the subject parcel and adjacent lots.
2. A site and drainage plan signed and sealed by a Florida licensed professional engineer must be submitted for review and approval by the city engineering department if the elevation of the building pad or site fill will be higher than adjoining properties.
3. Any single lot, not covered under Southwest Florida Water Management District rules, exceeding 45 percent in impervious coverage (including buildings, drives, sidewalks, patios, pools, pavers, etc.) shall require stormwater retention facilities to be designed by a Florida licensed professional engineer. The design shall meet the city EPA/EPD permit requirements for quantity and quality of treatment.

RIGHT OF WAY USE PERMIT
The following affected utilities will be notified (required by Florida Statutes):
1. SUNSHINE ONE CALL: 1-800-432-4770 2. CITY OF VENICE PUBLIC WORKS: (941) 486-2422 or (941) 486-2626
MINIMUM 24 HOURS NOTICE REQUIRED FOR INPECTION REQUESTS
Inspection of concrete forms is required prior to concrete pour.

LICENSE APPLICATION REQUIRED
License agreement cannot be processed without the following:
❖ Completed Right-of-Way Application – (additional fee required)
❖ Completed License Agreement Section
  • The city easement / right-of-way being encroached upon must be specifically described.
  • The improvements to be constructed within the easement / right-of-way must be specifically described (for example, a four foot high masonry wall twenty-two feet in length).
  • The property owner(s) as stated on the deed must sign the agreement.
Property owner should provide:
❖ 3 copies of each of the following for both residential and commercial projects:
  • Deed
  • Construction Plans
  • Certificate of Insurance showing liability coverage – Insurance Accord for:
    - Residential: $100,000
    - Commercial: $1 million and name City of Venice as additional insured
❖ 2 copies of the As-built / record drawings (signed and sealed by a Florida licensed professional engineer, landscape architect or land surveyor) of the improvements (within 30 days of completion of the construction)
APPLICANT’S ACKNOWLEDGEMENT OF COMPLETION

__________________________ Date ____________________
Property Owner                                                        Phone

__________________________ Date ____________________
Project Name                                                           Building Permit # __________

__________________________ Date ____________________
Project Address

APPLICANT’S ACKNOWLEDGEMENT OF COMPLETION:
I have examined the work site for which this authorization was issued. The work
has been completed in accordance with approved plans. The work site and all
other affected property have been restored to the condition existing prior to
construction.

__________________________ Date __________
Signature (applicant)

__________________________ Date __________
Signature (city inspector)

Comments: