

DEMOLITION REQUIREMENTS FOR SINGLE FAMILY HOMES

1. FENCE APPLICATION MUST BE SUBMITTED AND APPROVED PRIOR TO DEMO PERMIT APPLICATION
2. SUBMIT DEMO TRADE APPLICATIONS (BUILDING, MECHANICAL, ELECTRICAL, PLUMBING)
3. NPDES FORM
4. CONTRACTOR AFFIDAVIT (Acknowledgement Village of Bal Harbour Ordinance related to Construction)
5. RIGHT OF WAY (Please contact Michael Alvarez, Utility Compliance Officer, should you have any questions 305.993.7361)
6. MUST PROVIDE DISCONNECT LETTERS (FPL/SEWER CAP)
7. CONTRACTOR LICENSES
8. SIGNED AND SEALED SURVEY
9. CONSTRUCTION CONTRACT FOR DEMO – WITH FEE SCHEDULE
10. VERMIN CLEAR LETTER
11. VEGETATION BOND

Attached:

Permit Application and Permit Application Checklist

NPDES Form

Contractor Affidavit

UPFRONT FEES:
 BUILDING PERMIT FEES OVER \$1000= WILL
 PAY 50% OF THE FEE PLUS COUNTY FEES
 BUILDING PERMIT FEES LESS THAN \$1000=
 WILL BE PAID IN FULL PLUS COUNTY FEES

BAL HARBOUR BUILDING DEPARTMENT
 655-96TH STREET
 BAL HARBOUR, FLORIDA 33154
 TELEPHONE: 305.866.4633

BAL HARBOUR

- VILLAGE -

Permit Application

Project Type (check one)
Commercial _____
Residential _____

Clerk: ___ BG ___ NB ___ OK
 Master Permit: _____
 Permit Number: _____

Folio #: 12-2226-
JOB ADDRESS _____ **Unit** _____

1. Owner Information	Owner: _____ Address: _____ City: _____ St: _____ Zip: _____ Email: _____ Phone: _____ Owner-Builder <input type="radio"/>	2. Contractor Information	Company Name: _____ Qualifier Name: _____ Address: _____ City: _____ St: _____ Zip: _____ Lic #: _____ Phone: _____ Email: _____
	3. Permit Type <i>Choose only One</i>		4. Type of Improvement <i>Choose only One</i>
	<input type="radio"/> Building <input type="radio"/> Shutters <input type="radio"/> Gas <input type="radio"/> Electrical <input type="radio"/> Pool <input type="radio"/> Fire Sprinklers <input type="radio"/> Mechanical <input type="radio"/> Shed <input type="radio"/> Landscaping <input type="radio"/> Plumbing <input type="radio"/> Driveway <input type="radio"/> Paving <input type="radio"/> Windows <input type="radio"/> Drainage <input type="radio"/> Doors <input type="radio"/> Sign <input type="radio"/> Flooring <input type="radio"/> Roofing <input type="radio"/> Fence <input type="radio"/> Private Provider <input type="radio"/> Violation/Legalization		<input type="radio"/> New Construction (BON) <input type="radio"/> Change Contractor <input type="radio"/> Addition Attached (BOA) <input type="radio"/> Extension <input type="radio"/> Addition Detached <input type="radio"/> Renewal <input type="radio"/> Alteration Interior(BOR) <input type="radio"/> Shop Drawing <input type="radio"/> Alteration Exterior <input type="radio"/> Duplicate <input type="radio"/> Repair/Replace <input type="radio"/> Lost Plans <input type="radio"/> Repair Due to Fire <input type="radio"/> Early Start (ES) <input type="radio"/> Demolition (D) <input type="radio"/> Stocking Permit <input type="radio"/> Repair Due to Flood <input type="radio"/> Revision
5. Architect	Name: _____ Address: _____ City: _____ St: _____ Zip: _____ Email: _____ Phone: _____	6. Engineer	Name: _____ Address: _____ City: _____ St: _____ Zip: _____ Email: _____ Phone: _____
7. Contact Info	Name: _____ Address: _____ City: _____ St: _____ Zip: _____ Email: _____ Phone: _____	8. Description of work	Description of work:(print) Cost of work \$ _____ _____ _____

NOTICE: Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, MECHANICAL, PLUMBING, SIGNS, WELLS, POOLS, ROOFING, SHUTTERS, WINDOWS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc. In Addition to the requirements of this permit, there may be additional restrictions found in the public records, and there may be additional permits required from other governmental entities such as water management districts, or federal agencies. **OWNER AFFIDAVIT:** I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. **Owner's Electronic Submission Statement:** Under penalty of perjury, I declare that all the information contained in this building permit application and the representations made in the required disclosure statement are true and correct. **WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOU PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR ATTORNEY OR LENDER BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

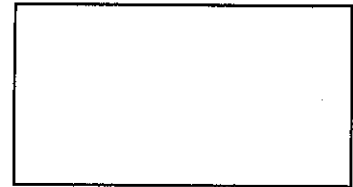
Signature of Owner: _____
 Print Name: _____
 State of: _____
 County of: _____
 Sworn to (or affirmed) and subscribed before me this _____ day of _____ 20____, by _____ who has taken the oath and is personally known to me or has produced _____ as identification.
 X _____
 Notary Signature Notary Stamp or Seal
 Personally Known or I.D.: _____

Signature of Qualifier: _____
 Print Name: _____
 State of: _____
 County of: _____
 Sworn to (or affirmed) and subscribed before me this _____ day of _____ 20____, by _____ who has taken the oath and is personally known to me or has produced _____ as identification.
 X _____
 Notary Signature Notary Stamp or Seal
 Personally Known or I.D.: _____

BAL HARBOUR

- VILLAGE -

PERMIT APPLICATION SUBMITTAL CHECKLIST



Property Address: _____

1. **PERMIT APPLICATION:** original signatures required (2 sets)
 - Owner Information
 - Architect Information
 - Contractor Information
 - Description of work
 - Engineer Information
 - Folio Number
 - New Application
 - Original Condominium Association's approval letter (on Association's letterhead, must be dated and signed)
 - Owner/Lessee Signatures original and notarized (all signatures must be in blue ink)
 - Qualifier Signature original and notarized (all signatures must be in blue ink)
 - Municipal County Permit Card is required for all new construction of Single Family Homes, additions, renovations, Condo Build Outs, tenant improvements (shops)
 - Electronic USB key scanned job copy (prior to permit issuance)

2. **PROOF OF OWNERSHIP** (Only managing members/officers/directors are authorized to sign permit applications)
 - Articles of Incorporation listing managing members/officers/directors of State of Florida Annual Corporate report filed with Division of Corporations
 - Original Power of Attorney
 - Recorded Warranty Deed

3. **CONTRACTOR INFORMATION** (Insurance certificates must be addressed to Village of Bal Harbour with correct address)
 - Liability Insurance
 - Workman's Compensation Insurance- State of Florida Exemption
 - State License
 - Certificate of Competency
 - Local Business Tax License
 - Municipal Contractor Occupational License

4. **PROPERTY INFORMATION**
 - Violations on Property: Yes No
If yes, please explain: _____

 - Expired Permits on Property: Yes No
If Yes: No permits shall be issued

5. Two signed and sealed plans submitted
6. Construction Contract signed by Owner and Contractor (Must be submitted for EACH subcontractor)
7. Hold Harmless Agreement- Electrical permits for Temporary Service Test
8. Upfront Fee Paid \$ _____ (USD)

Processing Permit Clerk _____ Date: _____
Reviewing Permit Clerk _____ Date: _____
Building Official _____ Date: _____

• **NOTE: NO PERMITS WILL BE ISSUED IF CONTRACTOR HAS EXPIRED PERMIT**

BUILDING PERMIT FEES OVER \$1000= WILL PAY 50% OF THE FEE PLUS COUNTY FEES

BUILDING PERMIT FEES LESS THAN \$1000= WILL BE PAID IN FULL PLUS COUNTY FEES

BAL HARBOUR

- VILLAGE -

655-96TH STREET

BAL HARBOUR, FLORIDA 33154

Telephone 305.866.4633

Project Address: _____ Permit Number: _____

National Pollution Discharge Elimination System (NPDES) Construction Site Erosion and Sedimentation Control

Introduction: The City of Bal Harbour participates as a co-permittee with Miami-Dade County in the National Pollution Discharge Elimination System (NPDES) program. The program is aimed at improving stormwater runoff water quality. The City Bal Harbour must address specified activities and program compliance stated within the Annual Reports and permit conditions. The permit conditions require the Building Department, Planning & Zoning Department, Public Works Department, and Code Compliance Department to enforce the following activities as part of the Construction Site Erosion and Sedimentation Control (construction activity means the act of developing or improving land that involves the disturbance of soils and includes clearing, grading, and excavation. FDEP has determined that demolition activities also meet the definition of construction activity):

1. **Submission of Erosion & Sedimentation Control plan:** Applicants for new construction projects or substantial improvements (i.e., additions, pools, etc.) shall submit as part of the mandatory permit submittal documents of an erosion and sedimentation control plan for the development of the site. The qualifier for the permittee shall attest by his notarized signature that the erosion and sedimentation control plan will be maintained for the duration of the permitted construction activities (see below).
2. **Best Management Practices (BMPs) for Erosion and Sedimentation Control:** Three (3) mandatory erosion and sedimentation control best management practices shall always be implemented at each development site. These are:
 - a. **Temporary Gravel Construction Entrance & Exit** (See Attachment A).
 - b. **Storm Drain Inlet Protection** (See Attachment B).
 - c. **Staked Turbidity Barrier (Silt Fence)** (See Attachment C).

NOTE: The Preceding three elements of the plan must be implemented at the development site, inspected and approved by the Chief Building Official or designated inspector prior to the acceptance of the first mandatory Florida Building Code inspection request.

3. **Compliance with Erosion and Sedimentation Control Plan:** Mandatory Florida Building Code inspections and inspection for erosion and sedimentation control shall be performed simultaneously with construction inspections. Failure to maintain erosion and sedimentation control measures during the entire construction phase will result in a rejected inspection request and/or Code Compliance Department action to be treated as a violation of the City's Code or Ordinance by the Code Compliance Officer.

I hereby agree to maintain the attached erosion and sedimentation control plan for the duration of the construction phase.

General Contractor - Company Name

Notary

Name of Qualifier

License Number of Qualifier

Signature of Qualifier

Day of _____ 20____

Attachment A: Stabilized Construction Entrance & Exit

Temporary Gravel Construction Entrance & Exit

Definition:

A stone stabilized pad located at points of vehicular ingress and egress on a construction site.

Purpose:

To stabilize entrances to the construction site and reduce the amount of sediment transported onto public roads by motor vehicles or runoff.

Planning Considerations:

Construction entrances provide an area where mud can be removed from construction vehicle tires before they enter a public road. If the action of the vehicle traveling over the stabilized pad is not sufficient to remove most of the mud, then the tires must be washed before the vehicle enters a public road. If tire washing is provided, provision must be made to intercept the wash water and trap the sediment before it is carried offsite. Construction entrances should be used in conjunction with the stabilization of construction roads to reduce the amount of mud picked up by construction vehicles.

Design Criteria:

Aggregate Size

FDOT No. 1 Coarse Aggregate (1.5 – 3.5 inch stone) (4 – 9 cm) should be used. Wood chips may be used for single family residential construction, provided that they can be prevented from floating away in a storm. Manufactured products also are available to prevent or reduce the amount of sediment tracked onto roadways. If a stabilized exit is not sufficient, street sweeping can be provided as an additional measure.

Entrance Dimensions

If stoned is used, the aggregate layer must be at least 6 inches (15 cm) thick. It must extend the **full width** of the vehicular ingress and egress area. The length of the entrance must be at least 50 feet (20 m). The entrance should widen at its connection to the roadway to accommodate the turning radius of large trucks. (See Figure 1 – Temporary Gravel Construction Entrance)

Construction Specifications

The entrance area should be cleared of all vegetation, roots, and other objectionable material. A geotextile should be laid down to improve stability and simplify maintenance when gravel is used. The gravel shall then be placed over the geotextile to the specified dimensions.

Maintenance:

The stabilized construction exit shall be maintained in a condition that will prevent the tracking or flow of mud onto public rights-of-way. This may require periodic maintenance as conditions demand, and the repair and/or cleanout of any structures used to trap sediments. All materials spilled, dropped, washed, or tracked from vehicles onto roadways or into storm drains must be removed immediately. Sweep the paved road as needed.

Figure 1 – Temporary Gravel Construction Entrance

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

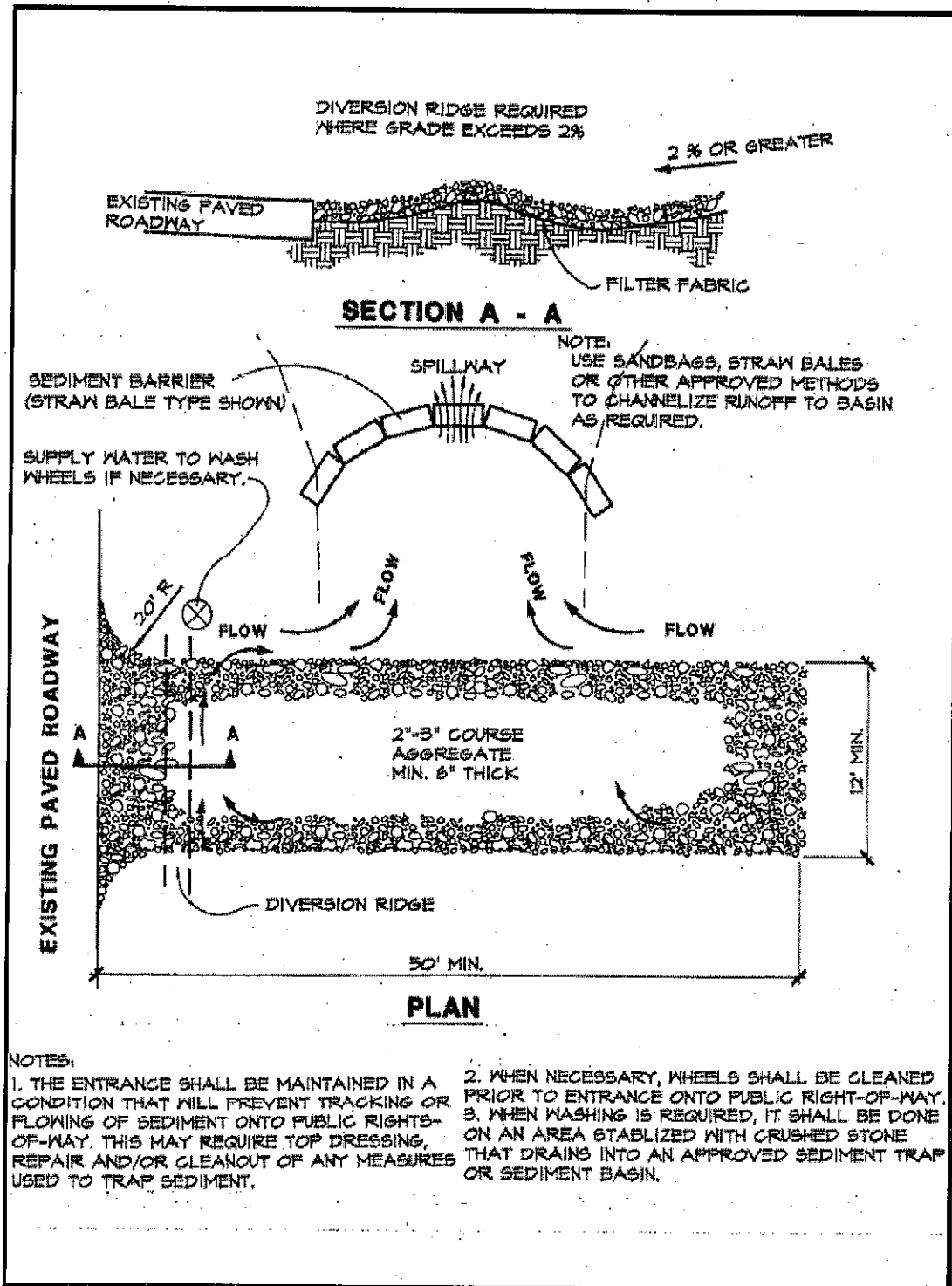


Figure 4.3a. Temporary Gravel Construction Entrance

Source: Erosion Draw

Attachment B: Storm Drain Inlet Protection

Storm Drain Inlet Protection

Definition:

A sediment filter or an excavated impounding area around a storm drain drop inlet or curb inlet.

Purpose:

The purpose of a storm drain inlet is to prevent sediment from entering stormwater conveyance systems prior to permanent stabilization of the disturbed area.

Condition Where Practice Applies:

Practice applies where storm drain inlets are to be made operational before permanent stabilization of the disturbed drainage area. Different types of structures are applicable to different conditions (See Figures 2 through 12).

Planning Considerations:

Storm sewers that are made operational before their drainage area is stabilized can convey large amounts of sediment to receiving waters. In the case of extreme sediment loading, the storm sewer itself may clog and lose most of its capacity. To avoid these problems, it is necessary to prevent sediment from entering the system at the inlets.

There are several types of inlets filters and traps, which have different applications depending on the site conditions and type of inlet. Other innovative techniques for accomplishing the same purpose are encouraged, but only after specific plans and details are submitted to and approved by the stormwater permitting agency.

Note that these various inlet protection devices are for drainage areas **less than 1 acre (0.4 ha)**. Runoff from large, disturbed areas should be routed through a Temporary Sediment Trap.

Design Criteria:

1. The drainage area shall be no greater than 1 acre (0.4 ha).
2. The inlet protection device shall be constructed to facilitate the cleanout and disposal of trapped sediment and to minimize interference with construction activities.
3. The inlet protection device shall be constructed so that any resultant ponding or stormwater will not cause excessive inconvenience or damage to adjacent areas or structures.
4. Figures 2 through 12 provide specific design criteria for each particular inlet protection device.

Figure 2 - Gravel and Wire Mesh Drop Inlet Sediment Filter

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

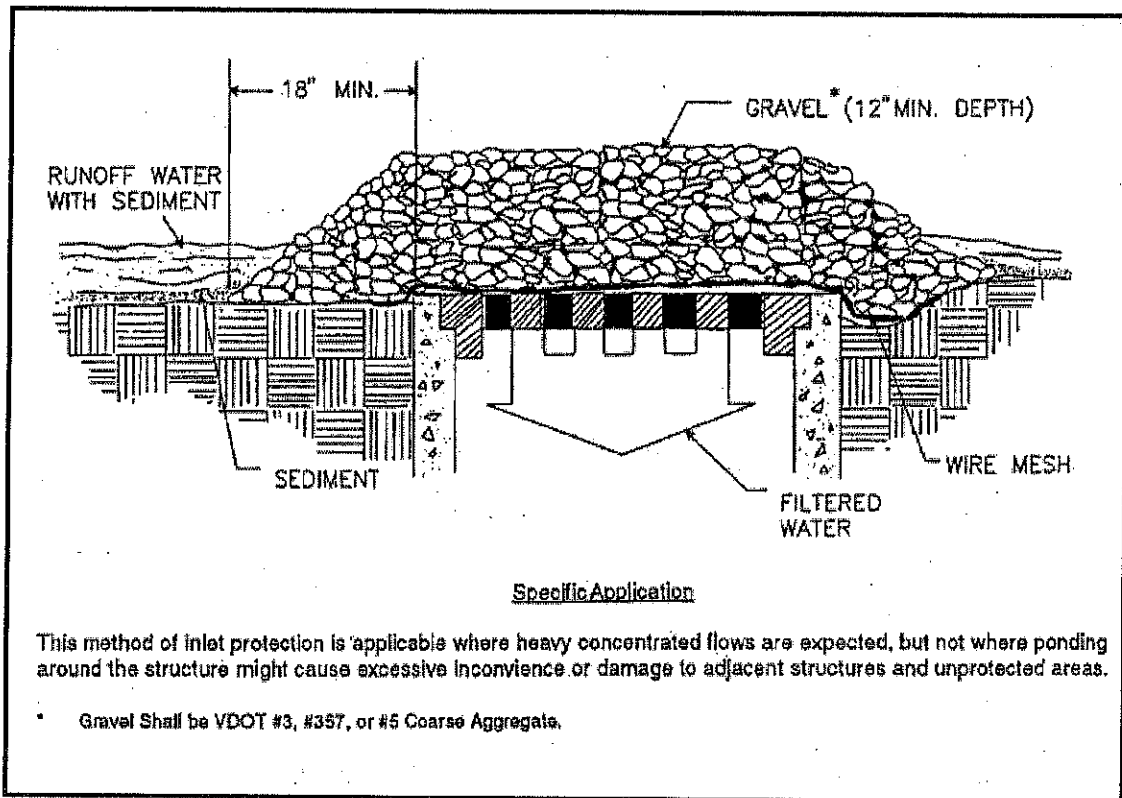


Figure 4.5c. Gravel and Wire Mesh Drop Inlet Sediment Filter

Source: Virginia DSWC

Figure 3 - Gravel Filters for Area Inlets

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

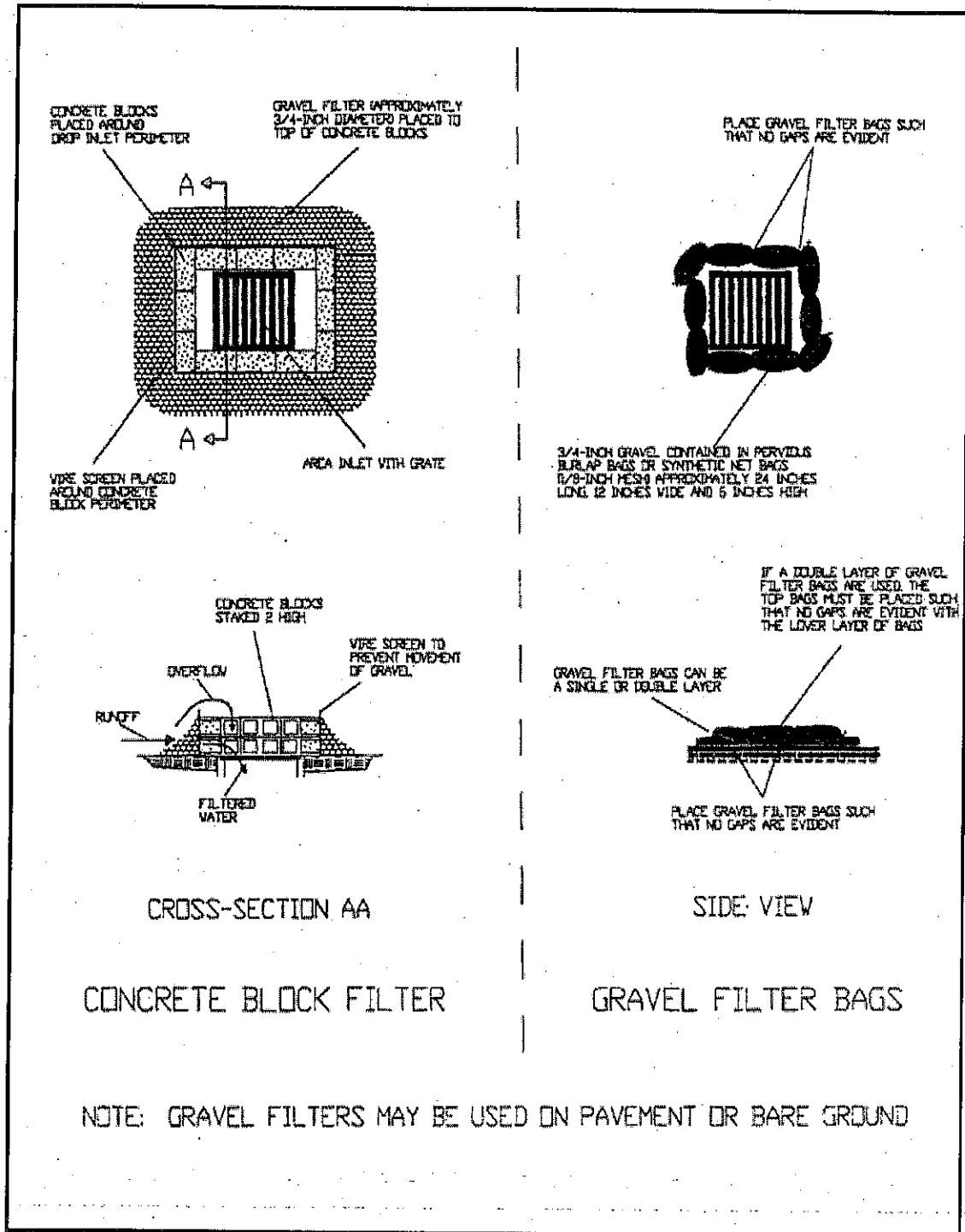


Figure 4.5e. Gravel Filters for Area Inlets

Source: HydroDynamics, Inc.

Figure 4 - Block and Gravel Curb Inlet Sediment Barrier

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

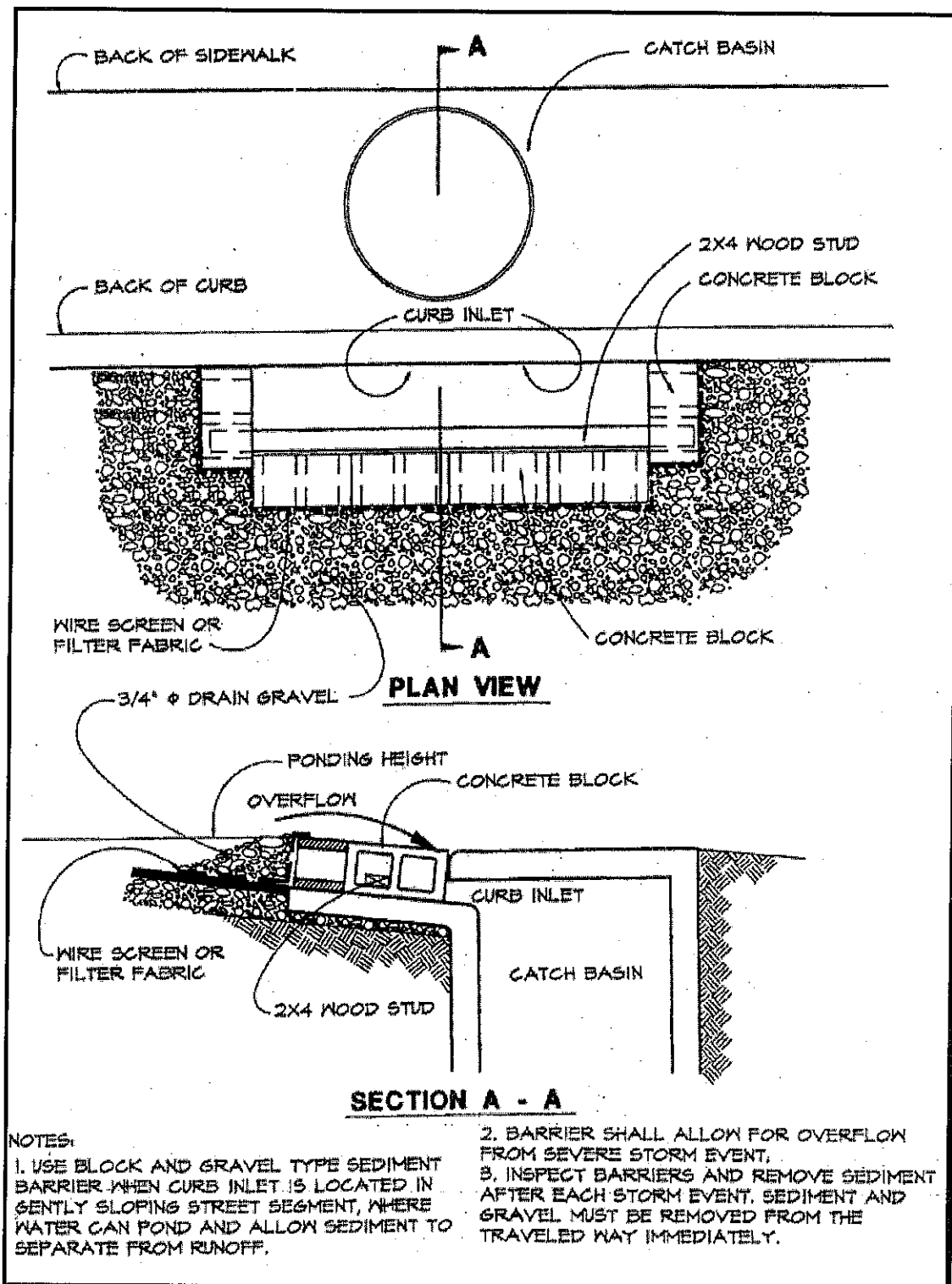


Figure 4.5i. Block and Gravel Curb Inlet Sediment Barrier

Source: Erosion Draw

Figure 5 - Curb Inlet Gravel Filters

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

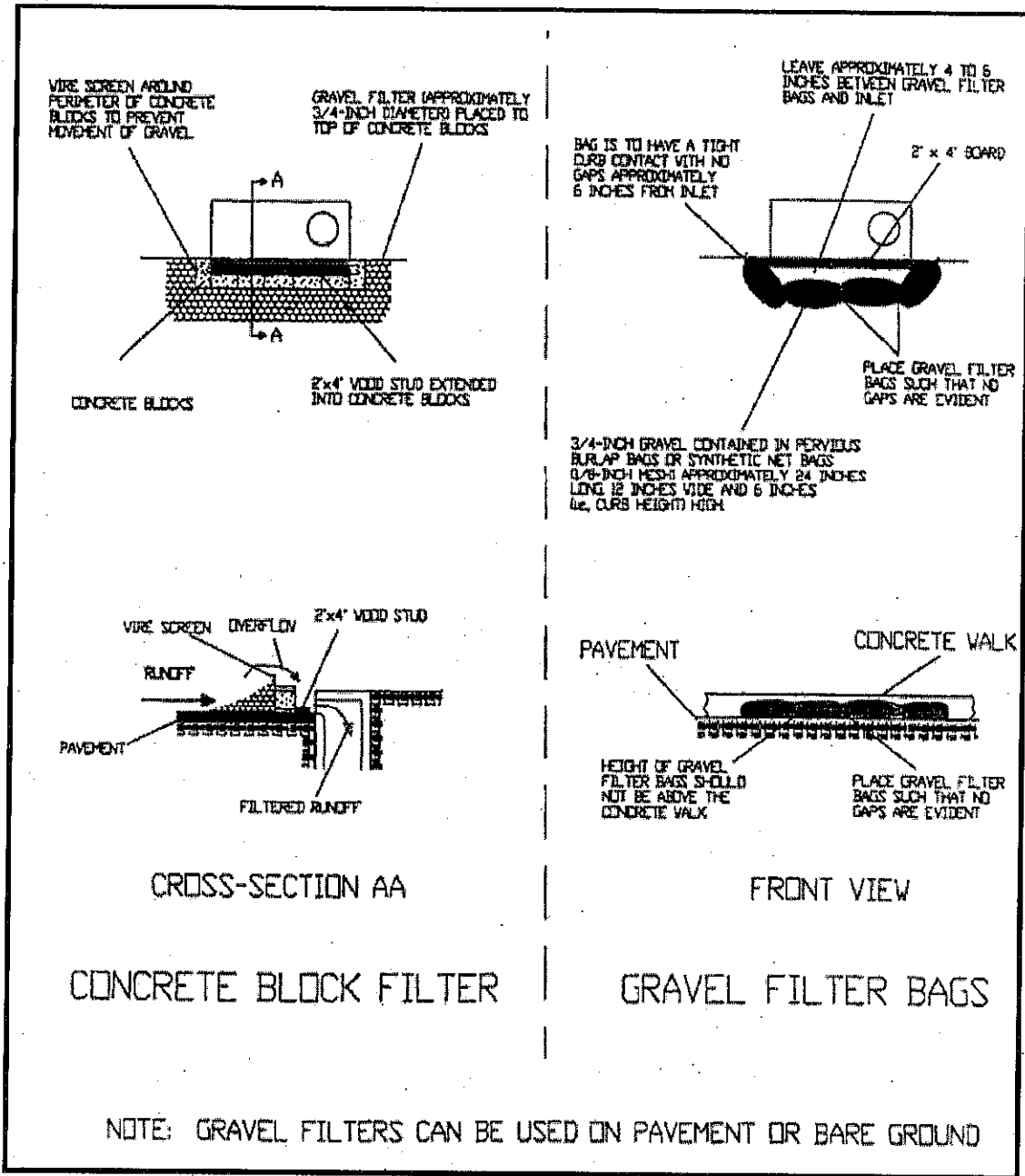


Figure 4.5j. Curb Inlet Gravel Filters

Source: HydroDynamics, Inc.

Figure 6 - Curb Inlet Sediment Barrier

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

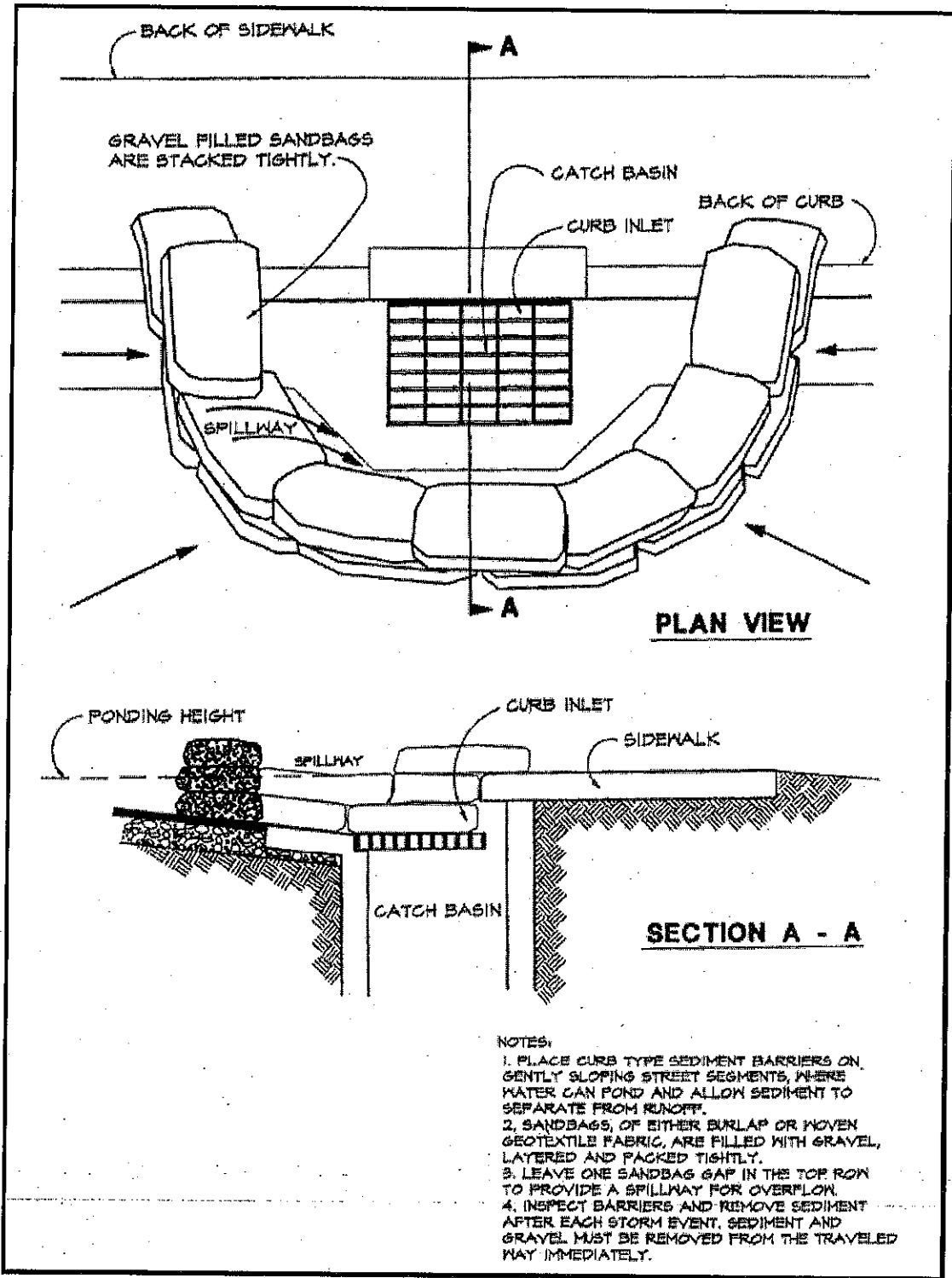


Figure 4.5k. Curb Inlet Sediment Barrier

Source: Erosion Draw

Attachment C: Stacked Turbidity Barrier (Silt Fence)

Silt Fence

Definition:

A temporary sediment barrier consisting of a filter fabric stretched across and attached to supporting posts and entrenched. Some silt fence is wire reinforced for support.

Purpose:

The purpose of a silt fence is to slow the velocity of water and retain sediment on site.

Planning Considerations:

Silt fences can trap a much higher percentage of suspended sediments than straw bales and are preferable to straw barriers and many cases. The most effective application is to install two parallel silt fences spaced a minimum of three feet apart. The installation and maintenance methods outlined here can improve performance.

Design Criteria:

1. No formal design is required for many small projects and minor incidental applications.
2. Silt fences shall have an expected usable life of six months. They are applicable around perimeters and stock piles, and at temporary locations where continuous construction changes the earth contour and runoff characteristics.
3. Silt fences have limited applicability to situations in which only sheet or overland flows are expected. They normally cannot filter the volumes of water generated by channel flows, and many fabrics do not have sufficient structural strength to support the weight of water ponded behind the fence line.

Construction Specifications:

Materials

1. Synthetic filter fabric shall be pervious sheet of propylene, nylon, polyester, or polyethylene yarn. It shall contain ultraviolet ray inhibitors and stabilizers to provide a minimum of 6 months of expected usable construction life at a temperature range of 0°F to 120°F (-17°C to 49°C).
2. The stakes for a silt fence shall be 1 x 2 inches (2.5 x 5 cm) wood (preferred), or equivalent metal with a minimum length of 3 feet (90 cm).
3. Wire fence reinforcement for silt fences using standard-strength filter cloth shall be a minimum of 36 inches (90 cm) in height, shall be a minimum 14 gauge, and shall have a maximum mesh spacing of 6 inches (15 cm).

Sheetflow Application: Silt Fence

1. The height of a silt fence shall not exceed 36 inches (90 cm). Higher fences may impound volumes of water sufficient to cause failure of the structure.
2. The filter fabric shall be purchased in a continuous roll cut to the length of the barrier to avoid the use of joints. When joints are necessary, filter cloth shall be spliced as described in Item 8 below.
3. Posts shall be spaced a maximum of 10 feet (3 m) apart at the barrier location and driven securely into the ground a minimum of 12 inches (30 cm). When extra-strength fabric is used without the wire support fence, post spacing shall not exceed 6 feet (1.8 m).
4. A trench shall be excavated approximately **4 inches (10 cm) wide and 4 inches (10 cm) deep** along the line of posts and upslope from the barrier.
5. When standard-strength filter fabric is used, a wire mesh support fence shall be fastened securely to the upslope side of the posts using heavy duty wire staples at least 1 inch (25 mm) long, tie wires, or hog rings. The wire shall extend into the trench a minimum of 2 inches (5 cm) and shall not extend more than 36 inches (90 cm) above the original ground surface.

6. The standard-strength filter fabric shall be stapled or wired to the fence and 8 inches (20 cm) of the fabric shall be extended into the trench. The fabric shall not extend more than 36 inches (90 cm) above the original ground surface.
7. When extra-strength filter fabric and closer post spacing are used, the wire mesh support fence may be eliminated. In this case, the filter fabric is stapled or wired directly to the posts with all other provisions of Item 6 applying.
8. When attaching 2 silt fences together, place the end post of the second fence inside the end post of the first fence. Rotate both posts at least 180 degrees in a clockwise direction to create a tight seal with the filter fabric. Drive both posts into the ground and bury the flap (See Figure 14 – Silt Fence Installation)
9. The trench shall be backfilled and the soil compacted over the filter fabric.
10. The most effective application consists of a double row of silt fences spaced a minimum of 3 feet apart, so that if the first row collapses it will not fall on the second row. Wire or synthetic mesh may be used to reinforce the first row (See Figure 15 – Double Row Stacked Silt Fence).
11. When used to control sediment from a steep slope, silt fences should be placed away from the toe of the slope for increased holding capacity (See Figure 16 – Proper Placement of Silt Fence at Toe of Slope).
12. Silt fences shall be removed when they have served their useful purpose, but not before the upslope area has been permanently stabilized.

Maintenance:

1. Silt fences shall be inspected within 24 hours after each ½ inch rainfall event and at least once a week. Any required repairs shall be made immediately.
2. Should the fabric on a silt fence decompose or become ineffective before the end of the expected usable life and the barrier is still necessary, the fabric shall be replaced promptly.
3. Sediment deposits should be removed when deposits reach approximately one-half the height of the barrier.
4. Any sediment deposits remaining in place after the silt fence is no longer required shall be dressed to conform to the existing grade, prepared, and seeded.

Figure 7 - Silt Fence Detail

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

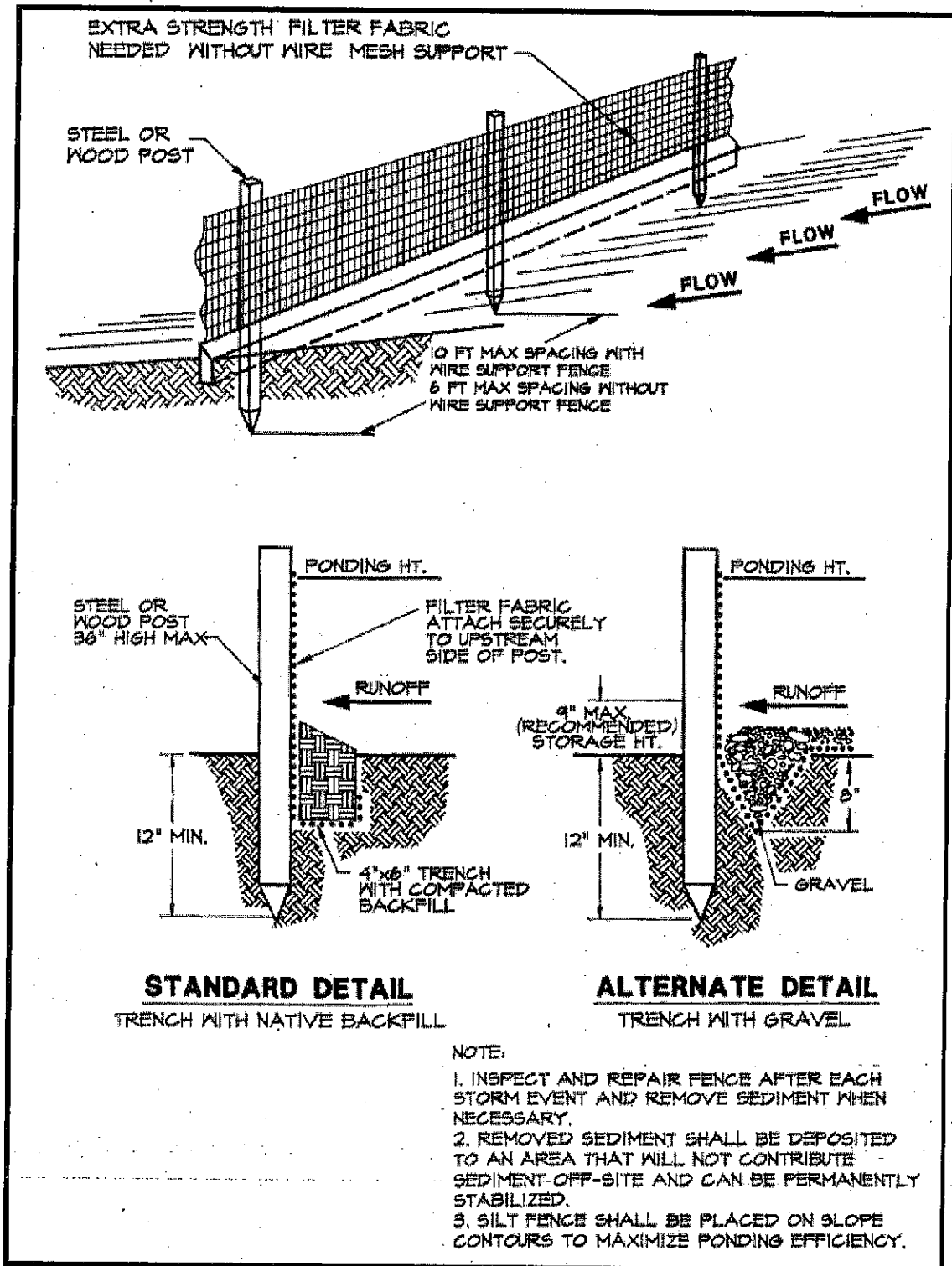


Figure 4.4a. Silt Fence

Source: Erosion Draw

Figure 8 – Silt Fence Installation

CHAPTER 4: BEST MANAGEMENT PRACTICES FOR EROSION AND SEDIMENTATION CONTROL

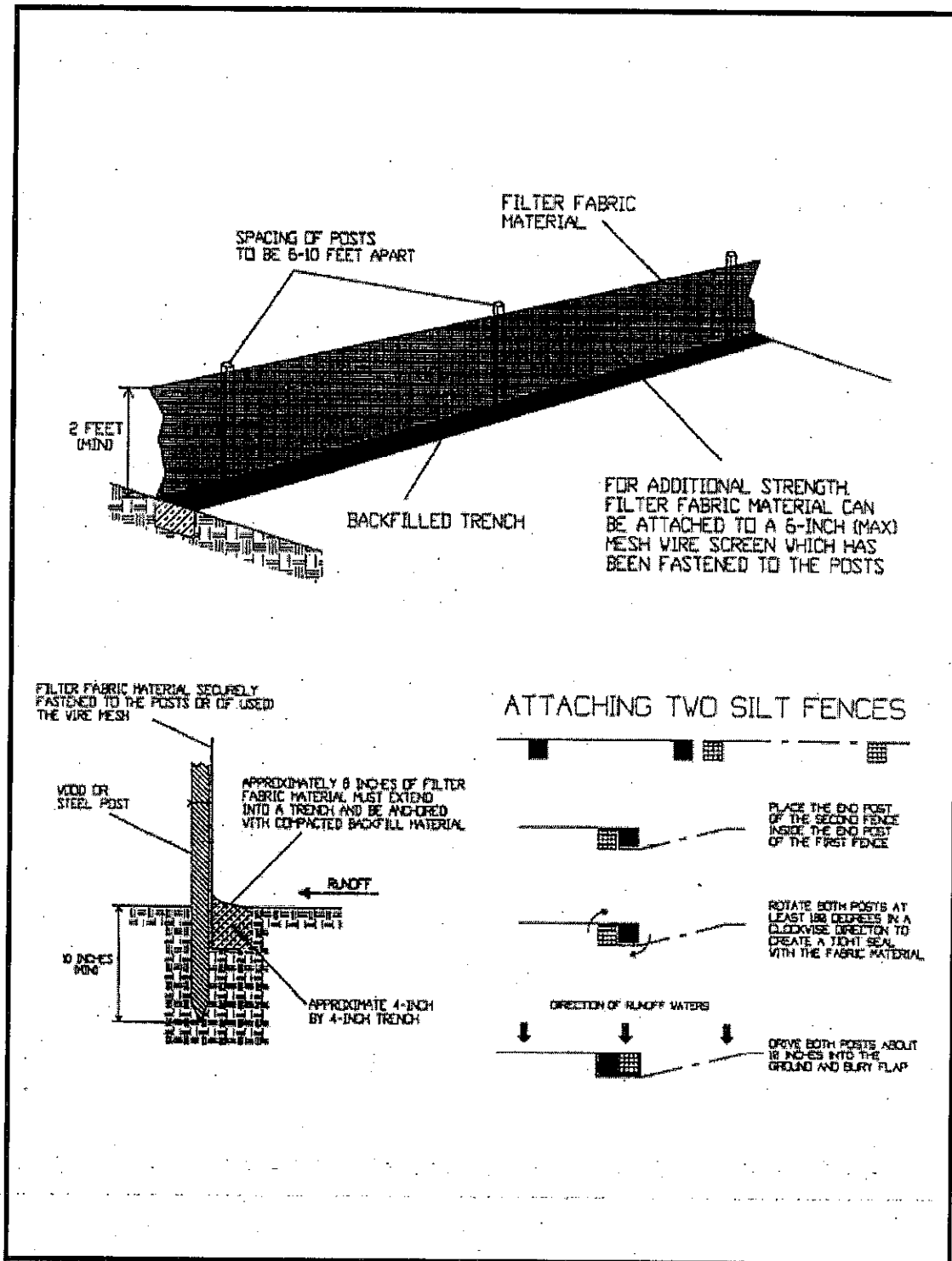


Figure 4.4b. Installing a Filter Fabric Silt Fence

Source: HydroDynamics, Inc.

References:

Florida Stormwater Erosion and Sedimentation Control Inspector's Manual
Florida Department of Environmental Protection
Nonpoint Source Management Section
Tallahassee, Florida
July 2008

Affidavit

Acknowledgement of Village of Bal Harbour

Ordinances related to Construction

The issuance of a Building Permit by the Village of Bal Harbour allows the Permit Holder (General Contractor and his Sub-Contractors) to perform construction work at the subject property as delineated in the permit documents.

In addition to compliance with the Florida Building Code, the Permit Holder is responsible for compliance with the Village of Bal Harbour Code of Ordinances that include but is not limited to Zoning, Construction and Parks and Public Spaces, and all other Authorities Having Jurisdiction (AHJ) on the property. The Permit Holder is required to review the Village Ordinances pertaining to construction activity which are available online at: https://library.municode.com/fl/bal_harbour/codes/code_of_ordinances. The following highlight some, but not all, of the Permit Holder's responsibilities when working on a property within the Village:

A. Maintenance of, and Activity Related to, an Active Construction Building Permit and Sub-Permits

1. The Contractor and Sub-Contractors (Permit Holder) understands that in order to keep a permit active, an approved inspection is required within a 180-day period. Failure to do so, shall cause the permit to expire and entrance into the residential district will be prohibited until such time as the permit holder renews the permit.
2. If a Right of Way Permit is issued, it shall be valid for 90 days or three months and the Permit Holder shall comply with all conditions of the Right of Way permit.
3. Street Closures and Maintenance of Traffic Plans (MOT) shall be pre-approved by Public Works 72 hours in advance. Please contact Mr. Michael Alvarez at 786-566-3462 for submittal requirements.
4. Sec. 17-31: - Obstruction of roads, highways.

It shall be unlawful to obstruct any public road or established highway without permission of the proper authorities, or to willfully cause any obstruction to be placed therein.

B. Construction Activities in the Security District of Residential Section; Sec. 6-42

1. A building permit issued by the Building Official shall be evidence of eligibility for entry into the Security District. The Permit Holder shall be eligible for entry into the Security District from the date of issuance of the corresponding building permit for a period of one year or until completion of the Construction Activities and issuance of a certificate of occupancy or certificate of completion for the work undertaken, or the building permit expires, whichever is sooner.
2. The Permit Holder shall be responsible for applying to the Bal Harbour Civic Association to obtain entrance privileges to the gated residential (security) district. The related policies and procedures related to obtaining and using those entrance privileges are the responsibility of the Permit Holder and he/she is responsible for ensuring compliance with said access requirements by his/her related employees and subcontractors.
3. The Permit Holder shall be responsible for obtaining any required extensions for the security entrance permit from the Civic Association based on the corresponding expiration of any Village building permit and extension.

4. No person owning property in the Security District shall authorize or allow any contractor to perform Construction Activities upon such property without first paying the applicable building permit fees to the Village and obtaining a current and valid Entrance Permit for the contractor from the Village.

C. Property Signage

No signage related to any construction shall be posted on any single family property. Signage for other properties may be posted only in conformance with Chapter 15, Signs, of the Village Code, which can be reviewed at:

https://library.municode.com/fl/bal_harbour/codes/code_of_ordinances?nodetid=PTIICOOR_CH15SI_ARTIINGE_S15-10SIBUPR.

D. Commercial Vehicles

1. Contractor vehicles are required to be marked pursuant to Sec 10-4 of Miami Dade County Code of Ordinances which states in part:

"Contractors conducting their contracting business within Miami-Dade County shall identify all trucks used in the furtherance of their business by use in the transporting of materials, equipment or employees to a job site, excepting a truck owned by an employee which truck is only used for private transportation or in carrying employees' personal tools and personal equipment necessary to fulfill their job tasks, by placing on the sides thereof, in a permanent manner, identification of contractor, by name or symbol, and their certificate number, in letters and numerals not less than three (3) inches in height, excepting those trucks rented or leased by a contractor from a commercial vehicle rental agency for a period of less than one (1) month and such trucks are plainly marked with the name of the lessor in letters and numerals not less than three (3) inches in height."

2. **Sec. 19-7. Of Village Code - Parking of commercial vehicles and vehicles displaying signage.**

(a) It shall be unlawful for any person to park any truck, tractor or commercial vehicle, or any personal vehicle displaying Signage, in any residential district of the Village between the hours of 9:00 p.m. and 8:30 a.m. Monday through Saturday and at any time on Sunday, New Year's Day, Christmas Day, Independence Day, Labor Day and Thanksgiving Day, unless fully enclosed in a garage or other structure or completely screened from public view by landscaping. (b) The prohibition contained in subsection (a) shall not apply to a truck or van belonging to a resident of the location where it is parked so long as the truck or van does not display any Signage. (c) For the purposes of this section, the term Signage shall mean any name, identification, description, display, illustration, or device which directs attention to a product, place, activity, service, person, event, institution, or business.

E. Demolition of Structures in the Residential District:

1. When the scope of work of the building permit includes the total demolition of a structure the Permit Holder shall comply with the Regrading and Revegetation Plan submitted pursuant to **Sec. 6-143 of the Village Code** and approved as part of the permit:

https://library.municode.com/fl/bal_harbour/codes/code_of_ordinances?nodetid=PTIICOOR_CH6BUBURE)

Please note that the time necessary to complete the implementation of the regrading and revegetation plan, other than the maintenance period necessary to achieve self-sustained growth, shall not exceed ninety (90) days from the date demolition is begun."

2. Failure to comply with the above will result in a notice of violation pursuant to: **Sec. 6-145.**

F. The Permit Holder shall comply with Article VII. - Construction Site Operations, Sec. 6-201: "Property Maintenance Standards" that states the following:

1. **Debris Control.** All properties with on-going construction activities shall maintain the premises in a neat and orderly manner. A trash enclosure, dumpster or other container shall be maintained on-site at all times. Loose debris shall be placed within the enclosure. A cover shall be maintained over such debris containers during periods when no construction activity is taking place.
2. **Erosion and Dust Control.** In compliance with the Village's National Pollution Discharge Elimination System (NDPES) permit requirements, prior to beginning any clearing, grubbing or construction activities, as part of the building permit process, the contractor shall submit a plan detailing the location and handling of materials, soils and outlining the actions that will be taken to prohibit run-off of dirt, sand, fluids, vegetation or any other item into the Town's storm-water system or onto adjacent property. Piles of soil shall provide for a containment area to reduce run-off.
3. **Temporary Bathroom Facilities.** Temporary Bathroom Facilities shall be placed at a location that minimizes visibility from off-site. Any such facility shall be enclosed within a decoratively fenced area (such as shadowbox, wood fencing, lattice wood panels, etc.) to effectively screen the sides and rear of the Temporary Bathroom Facility. Plywood is not acceptable nor is chain link fencing. No Temporary Bathroom Facility may be kept on a construction site unless construction activities are occurring.
4. **Vegetation Maintenance.** Vegetation such as grass, shrubs, trees and ground covers shall be maintained in such a fashion so that the site does not appear overgrown or unkempt.

G. Hurricane Preparedness Plan

The Contractor shall, by June 1 of any year, or if the permit is issued between June and September, within 30 days of issuance of the permit, submit for the approval of the Building Official a Hurricane Preparation Plan which shall be monitored periodically by the Chief Building Inspector. The General Contractor shall be responsible to make all necessary preparations and secure the site as required by the Village in the event of a tropical storm and/or eminent Hurricane landfall.

H. Noise Disturbance: Section 11-27 of the Village Code states in part the following:

1. It shall be unlawful for any Person to make, continue or cause to be made or continued any loud, excessive or unusual Noise Disturbance. Sec. 11-29. - Violations of article, in part state:
 - a. *Noises exceeding permitted decibel level.* Any noise which emits a sound measured at an A-weighted equivalent sound level (Leq) in excess of **57 decibels in a Residential Neighborhood and 64 decibels in a Commercial Apartment Neighborhood between the hours of 7:00 a.m. and 10:00 p.m. (Daytime Decibel Levels)**
 - b. **54 decibels in a Residential Neighborhood and 61 decibels in a Commercial Apartment Neighborhood between the hours of 10:00 p.m. and 7:00 a.m. (Nighttime Decibel Levels)**, shall be presumed a nuisance and prima facie evidence of a violation of this article.
 - c. The measurements shall be taken with a calibrated sound level meter at the location of the dwelling unit or premises of the complaining party. If there is no complaining party, the measurement shall be taken at approximately 100 feet from the property from which the noise is emanating.

- d. *Mitigation practices.* Any person operating or causing or allowing the operation of tools or equipment used in construction, drilling or repair work, shall mitigate noise by assuring compliance with the following noise mitigation practices or other methods that the Building Official determines, in his or her sole discretion, are at least as effective as those listed below:
- (1) Pile driving: a. Substitution of hydraulic impact hammers for diesel impact hammers; b. Use of augering equipment to construct bored piles; c. Use of vibratory hammers for driving steel piles; and d. Use of static load equipment to push rather than drive piles.
 - (2) Concrete breaking: a. Substitution of hydraulic, electric or gasoline-powered tools for pneumatic equipment; b. Substitution of a whip-action impact hammer for a standard, excavator-mounted hammer; c. Use of a thermal lance to burn holes in concrete; d. Use of diamond drills and saws; e. Use of hydraulic bursters or jacks; f. Use of excavator-mounted hydraulic crushers; g. Use of nonexplosive chemical demolition agents; and h. Use of high-pressure discharge of carbon dioxide gas.
 - (3) Construction site noise control: Use of sound barriers, absorptive sound blankets, and acoustic enclosures.
 - (4) Operational Restrictions: a. Scheduling of noisy activity to coincide with periods of least noise sensitivity; b. Restricting equipment idling on-site; c. Prohibiting unnecessary rattling and banging; d. Use of portable radios to communicate with workers.
2. *Responsible parties.* The parties responsible for a violation shall include the **owner** of a property, the **lessee** of a property where such violation occurs within lessee's leased space **and the individual or entity engaged in the Noise-generating activity.**
3. *Deviations.* An applicant may seek the prior written consent of the Village Manager to make Construction Noise for a limited time during the prohibited hours or in excess of the Permitted Decibel Levels. Such consent may be granted by the Village Manager if an applicant submits documentation establishing, as determined in the sole discretion of the Village Manager, that the activity producing the Construction Noise, by its very nature, cannot meet the Permitted Decibel Level or be mitigated to meet the Permitted Decibel Level. The Village Manager may impose appropriate conditions to mitigate the impact of the deviation on the Village.
4. **Permit Holder shall comply with Sec. 11-31. - Certain Noises restricted to specified hours, which states:**

Sec. 11-31. - Certain Noises restricted to specified hours

- (a) Regulated Noises. Noises, other than those enumerated in section 11-29 because of their nature and characteristics, shall be grouped as follows for the purpose of control and restriction:
- (1) In all zoning districts other than the "B" Business District:
 - a. Steam, gasoline or oil-operated cranes, pile drivers, excavators, dredges, ditchers and all other similar machinery;
 - b. One-cylinder steam or internal-combustion engines, horizontal or vertical;
 - c. Air compressors and pneumatic riveting machines, jackhammers, drills and other similar air equipment;
 - d. Power band and circular saws working in the open;
 - e. Hand hammers on steel or iron, structural, rivet or otherwise;
 - f. Stationary or portable concrete mixers, with engines multi-cylindered and properly muffled;
 - g. Power band and circular saws, sanders, planers, grinding machines, drills, bar benders and cutters, and similar machinery, when enclosed;

- h. Hand operations in connection with plumbing, electrical, roofing and framing work in the open;
- i. Transit concrete mixers, with engines multi-cylindereed and properly muffled, operated to cause the least possible noise;
- j. Hand operations in connection with plumbing, electrical, roofing and framing work, when enclosed;
- k. Hand loading and unloading and the handling of building materials and other similar heavy trucking;
- l. Masonry work and the hand mixing of mortar;
- m. Plastering and the hand mixing of plaster;
- n. Painting; and
- p. Glazing.

To be considered enclosed, Noises shall originate within the exterior walls of a Building.

- (2) In all zoning districts:
- (a). Landscaping; and b. All other Noises of similar intensity and/or annoyance to landscaping or the uses listed in subsection 11-31(a)(2).
 - (b) Prohibited Times. The Noises set forth in subsection (a) of this section are hereby prohibited at any location and at any hour on Sundays and on New Year's Day, Christmas Day, Independence Day, Labor Day and Thanksgiving Day, and on Mondays through Saturdays from 5:30 p.m. to 8:30 a.m., except as provided in subsections (d) and (e) of this section.
 - (c) Consent for Exterior Construction and Lawn Maintenance Activities in Residential Districts During Prohibited Times. An applicant may seek the prior written consent of the Village Manager to construct or demolish, or to add to, alter or repair the exterior portion of, any dwelling, or to mow or perform any other lawn maintenance activities which require the use of machinery, in residential districts during the hours prohibited by subsection (b). Such consent may be granted by the Village Manager if an applicant submits documentation establishing, as determined in the sole discretion of the Village Manager, that the activities described in this paragraph (c) cannot be done at any other time and will not take more than one day to complete.
 - (d) Hours for Interior Construction Activities in Residential Districts. Except in an Emergency which will result in damage or injury, or with the prior written consent of the Village Manager, it shall be unlawful to permit independent contractors, vendors, or any other hired persons or employees to make any additions, alterations, or repairs inside any dwelling in residential districts between the hours of 9:00 p.m. and 8:30 a.m. on any day. Such consent may be granted by the Village Manager if an applicant submits documentation establishing, as determined in the sole discretion of the Village Manager, that any alterations, additions, or repairs described in this subsection cannot be made at any other time and will not take more than one day to complete.
 - (e) An application for the consent of the Village Manager to produce the Noises set forth in subsection (a) of this section during the hours prohibited in subsection (b) of this section shall be made in a form approved by the Village and shall be accompanied by an application fee established by the Village Council (the "Application Fee"). Village residents filing such applications for the production of Noises at their personal residence shall be exempt from the Application Fee. In the event that the Village Manager grants their consent to perform Noise-producing activity during the hours prohibited in subsection (b) of this section, the Village Manager may require the applicant to post an off-duty police officer, code compliance officer, or other employee or agent of the Village at the site of the Noise-producing activity at the applicant's sole cost and expense.

- (f) The requirements of this section shall not be construed to prevent the operation of automobiles or light delivery vehicles at any time; provided, however, that such motor vehicles shall at all times be properly muffled and shall be so operated as to create the least possible noise or nuisance.

By Signing this affidavit, I _____ the Permit Holder testify I have read this document and agree to comply with the requirements herein in addition to all applicable ordinances related to permissible construction activities and impacts.

Further, I acknowledge violation of these requirements or Village or other applicable codes, may result in the issuance of a stop work order or violations and fines issued against the property owner, the lessee and the Permit Holder.

Qualifier's Signature

Printed Name

State of _____

County of _____

Sworn to and Subscribed before me this _____ day of _____, 20_____ by _____ (printed name of qualifier)

Personally known to me; or Produced Identification

Signature of Notary Public

(Seal)

Permit Holder Driver License # _____

Permit Holder License Plate # _____

RIGHT-OF-WAY PERMIT APPLICATION

CONTACT INFORMATION			
Contractor:		Property Owner or Utility Name:	
License		Representative:	
Address:		Address:	
City, State, Zip:		City, State, Zip:	
Phone Number:		Phone Number:	
Fax Number:		Fax Number:	
PROJECT DESCRIPTION			
Check all items that apply to proposed WORK within right-of-way			
<input type="checkbox"/> Construction plans showing all proposed work in the right-of-way must be attached to the permit application for reference. For information concerning submittal requirements please refer to the attachments.			
Utilities		Earthwork	
<input type="checkbox"/> Storm Sewer / Sump Pump Service		<input type="checkbox"/> Excavation and/or fill	
<input type="checkbox"/> Sanitary Sewer / Service		<input type="checkbox"/> Grading / Surface Drainage	
<input type="checkbox"/> Water Main / Service		<input type="checkbox"/> Landscaping / Berming / Plantings	
<input type="checkbox"/> Irrigation / Sprinkler System		Trees	
Pavement, Driveways, Sidewalk, Curbs		<input type="checkbox"/> Tree Planting	
<input type="checkbox"/> Access Drive & Aprons		<input type="checkbox"/> Tree Removal	
<input type="checkbox"/> Street Pavement		<input type="checkbox"/> Tree Trimming / Protection	
<input type="checkbox"/> Street Patching		Electrical / Miscellaneous	
<input type="checkbox"/> Sidewalks / Bikepath		<input type="checkbox"/> Street / Area Lighting	
<input type="checkbox"/> Curb & Gutter		<input type="checkbox"/> Traffic Control / Signage / Markings	
/ /	Expected Start Date	<input type="checkbox"/> Electrical Service / Cable / Telephone	
/ /	Expected Completion Date	<input type="checkbox"/> Other (Please describe):	
FRANCHISE AGREEMENTS			
Is this project part of an existing Village franchise agreement?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
INSURANCE			
Have all contractors working within the ROW supplied the required insurance documents and holding the Village hold-harmless.		Yes <input type="checkbox"/>	No <input type="checkbox"/>
RIGHT-OF-WAY PERMIT FEE			
<input type="checkbox"/> Fee (Non-refundable) - \$50.00 per application (not applicable at this time)			
SIGNATURES			
I hereby certify that I have read and agree to all of the terms and conditions contained within this right-of-way permit, contractor's check list. " Park & Public Spaces - Rights-of-Way, which is incorporated herein by reference. I agree to complete the project in accordance with the approved plans, Village 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 Village for any damage or additional costs incurred by the Village from the funds on deposit first and other funds as necessary. The Village reserves the right to seek reimbursement for any damage or additional costs from the contractor, utility and/or property owner at the Village's discretion.			
_____		_____	
Certified Contractor Signature	Date	Public Spaces - Management	Date
_____		_____	
Printed Name		Printed Name	

Site Address

RIGHT-OF-WAY PERMIT APPLICATION

TREE PRESERVATION	
If the above project description involves trees, the site development plans must show the trees to be added, removed, protected, trimmed and/or pruned, as well as the location, species, size, standards for protection and other pertinent information per the Village.	Approval: _____ Village Arborist Date
COMPLETION DATE	
<input type="checkbox"/>	All work associated with this permit shall be completed by _____.
<input type="checkbox"/>	All work associated with this permit shall be completed within _____ calendar days of starting work.
PERMIT APPROVAL	
_____ Director-Public Works or Designee Date	_____ Village Engineer (if applicable) Date
Permit approval and authorization for the proposed work shall be considered granted only when all required signatures have been obtained. A copy of this approval statement should be kept with the applicant's copy of the completed Right of Way Application at the jobsite.	
INSPECTION	
<input type="checkbox"/> N/A _____ Public Spaces / Utilities Date	<input type="checkbox"/> N/A _____ Village Arborist Date
<input type="checkbox"/> N/A _____ Code Enforcement Date	<input type="checkbox"/> N/A _____ Date

cc: Building Department
Code Dept. (if applicable)

Site Address

RIGHT-OF-WAY PERMIT APPLICATION

CONTRACTOR'S CHECK LIST

This list supplements and highlights some of the right-of-way requirements set are applicable to this application and to any and all persons and parties performing work authorized by this permit. The contractor is required to review each item on the list below and initial each box to indicate his/her understanding of the information as well as to commit to notifying the owner of this information.

INITIAL BOX	
	<p>Insurance – The contractor or homeowner performing work within the Village’s right-of-way is required provide insurance and hold the Village hold-harmless.</p>
	<p>Required Contact - Pre-Construction Meeting; prior to commence work (48 hours) in the right-of-way, a meeting is required with Public Spaces- Operations. Please contact Mike Alvarez at 786-566-3462 or Jason Atkinson at 786-709-6555. NOTE: during the meeting, temporary and permanent site restoration will be discussed along with a signed agreement between the Village, Contractors and Sub-Contractors.</p>
	<p>Working Hours – Work shall be limited to Monday through Friday 9:00 A.M. to 5:00 P.M. Additionally, no work shall be performed on any Saturday or Sunday, New Year’s Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving and Christmas Day.</p>
	<p>Street Closures – No street or sidewalk closures shall occur without the written consent of the Public Works Department and Village Police Department.</p>
	<p>Drainage and Erosion Control - All drainage structures within the vicinity of the project shall be protected with an approved filter basket as determined by Public Works. Existing drainage patterns shall be maintained by Contractor. Erosion control shall be latest NPDE’s Rules and approved plans as determined by Public Works Department</p>
	<p>Storage - Any on-site excavation material or materials used in construction shall be stored in the right-of-way area (sidewalk, parkway or street.) If during the working day it is necessary to dump or handle material in the right-of-way area, Public Works must be notified in advance of this process and must approve the locations of the street area. At the end of each working day all materials must be removed and the street cleaned of any material debris left from the day’s work.</p>
	<p>Equipment - No cleated equipment will be allowed on the street pavement.</p>
	<p>Traffic Control - Traffic Control shall be in accordance with applicable sections of the National Manual on Uniform Traffic Control Devices for Streets and Highways (current edition)”. </p>
	<p>Driveway Materials – driveway materials permitted within Village’s right-of-way are reinforced concrete and hot-mix asphalt. Brick, stamped or colored concrete, will be discussed or comment during plans review by the Parks & Public Spaces - Dept.</p>
	<p>Irrigation Systems –The property owner and contractor working in the right-of-way bears sole responsibility for all aspects of an irrigation systems constructed in the public right-of-way. The property owner is advised by the contractor, to provide locates of all irrigation system equipment within the right-of-way vicinity. The Village takes no responsibility for locating, protecting or damaging the irrigation system by a Contractor.</p>

Site Address

RIGHT-OF-WAY PERMIT APPLICATION

	<p>Contractors must call Sunshine One-Call for underground locates prior to working in the Village right-of-way. The Locate Ticket with ALL utilities responses must be on the job site. Failure in not having a Locate Ticket on-site, the Village may stop the job until the Locate Ticket is provided.</p>
	<p>Roll-off Boxes or Dumpsters – Roll-off boxes or dumpsters required Contractor shall be delivered and stored on-site and off the right-of-way. When it is not possible to store boxes on-site, boxes can be stored in the street right-of-way only with the written approval of Public Works Department. Lighted barricades are required for roll-off boxes delivered and stored in the street.</p>
	<p>Safety - The Contractor shall be responsible for all on-site safety and drainage protection including safety fence, filter fabric, catch basin baskets and silt fence installation as directed by the Village. The Contractor is responsible for maintaining temporary accessibility during construction for roadways and/or sidewalks.</p>
	<p>Florida Department of Transportation - Work performed on a State road (Collins Avenue and 96th Street) will require an FDOT R.O.W. permit.</p>
	<p>Trees - All trees within the Village right-of-way must be protected from damage during construction. The Contractor may be fined for any damage occurring to trees during the course of construction.</p>
	<p>Stop Work Order - If for any reason the above conditions, Village Code, other applicable standards and/or the approved drawings are not met to the satisfaction of the Village, the Contractor will be notified and the work site will be shut down. Any further action by the Contractor not complying with these conditions may result in fines to the Contractor and/or escorted out by the Village - Police Department.</p>
	<p>Water Mains and Valves – The Parks & Public Spaces, Water/Sewer Division shall operate and exercise all public valves, including service and meter boxes. A stop work order will be issued to any contractor turning any public valves.</p>
	<p>Water Meter – When required, a new water meter can be obtained by paying the required fees at the Bal Harbour Village Building located at 655 - 96th Street, at the time of the Building Permit application. The water meter will be delivered to the site upon verification of payment, approval of plans and right-of-way permit.</p>
	<p>Hydrant Meter – A hydrant meter must be obtained from Public Spaces if a Village hydrant is to be used for water supply.</p>
	<p>Cleaning / Dust Control – work site shall be maintained in a safe and clean manner, and dust shall be controlled to the Village's satisfaction</p>

I have read and understand this Right-of-Way Permit Application.

Name of Contractor and Type of Contractors license (must be valid)

Date