Public Works and Environmental Services Department
WATER AND WASTEWATER SERVICES - ENGINEERING
2555 West Copans Road, Pompano Beach, Florida 33069
PHONE 954-831-0745 | FAX 954-831-0925

BROWARD COUNTY UTILITY CONNECTION PERMIT

INSTRUCTIONS FOR
Part Four
Release for Service

This fully completed Application and all required supporting documents must be submitted as a complete package. An incomplete package will be returned without review. This application can be submitted only after the Water and Wastewater Services (WWS) Inspector has issued a final punch list.

PROJECT INFORMATION

WWS Project Number: (1) _____

Project Name: (2) _____

WWS Permit Number: (3) _____

Permittee Name: (4) _____

SUBMITTER INFORMATION

Name: (5) _____

Phone Number: (6) _____

Mailing Address: (7) _____

E-Mail Address: (8) _____

Date: (9) _____

SUPPORTING DOCUMENTS

Forms for many of these documents are available on the WWS Utility Connection Permit web site.

As used herein, the term **FACILITIES** means all potable water and/or wastewater and/or reclaimed water utility related facilities constructed and/or altered in rights-of-way or easements, and any other portions to be turned over for WWS ownership and maintenance.

Indicate which supporting documents accompany the Application or select other choice.

(9)	A letter from the Design Professional of Record stating the actual construction cost of the FACILITIES, with material takeoff and unit pricing.
(9)	Submit 4 sets of signed and sealed Record Drawings that have been reviewed for compliance with WWS' current "Minimum Design and Construction Standards" and "Minimum Drawing Requirements for Piping Projects".
(9), (10), (11)	An Affidavit that all persons, firms or corporations who furnished labor or materials used directly or indirectly in the prosecution of the work required to be performed by the Permit have been paid. This is not applicable when Permittee is a State or municipal governmental agency or a governmental agency reporting to the Broward County Administrator.
(9), (10), (11)	A Release of Lien from all contractors and suppliers of materials and/ or labor who might of acquired interest in the FACILITIES by the supplying of materials and/ or labor. This is not applicable when Permittee is a State or municipal governmental agency or a governmental agency reporting to the Broward County Administrator.
(9), (10)	A Final Release of Liens releasing all liens which Permittee might have on FACILITIES. This is not applicable when Permittee is a governmental agency reporting to the Broward County Administrator.
(9), (10)	A Bill of Sale Absolute for all Permittee right, title and interest to FACILITIES. This is not applicable when Permittee is a governmental agency reporting to the Broward County Administrator.
(9)	Two original copies of easement documents acceptable to WWS giving a perpetual right, easement and privilege to operate, maintain, repair, replace or add to water and wastewater facilities including Legal Description and Sketch signed and sealed by a Florida Registered Professional Surveyor and Mapper; and secure from each mortgagee and lienor a release of mortgagee's and lienor's interest in the property and fixtures thereon. An up to date Title Opinion is required to document mortgagee's and lienor's interest. Utility Maintenance Zone documents must be used in lieu of the easement and Title Opinion when the project was constructed on Broward County Government owned property and the Permittee is an agency of Broward County Government. Utility Maintenance License documents must be used in lieu of the easement and Title Opinion when the project was constructed on Broward County Government owned property and the Permittee is not an agency of Broward County Government.

(9) Applicable Right of Entry documentation.

(9) All manufacturer's warranties which Permittee might have received or is due to receive related to lift stations, meters, control valves or as otherwise requested by WWS.

(9), (10) A one-year surety (warranty) bond or letter of credit covering all FACILITIES. This is not applicable when Permittee is a governmental agency reporting to the Broward County Administrator.

(9) An Indemnification Agreement required only for those projects which fences, decorative bricks or other obstructions in rights-of-way, easements, utility maintenance zones or utility maintenance license areas occupied by WWS facilities.

(9) The Florida Department of Environmental Protection's "Certification of Construction Completion and Request for Clearance To Place Permitted PWS Components Into Operation" (applicable only to potable projects).

(9) The Florida Department of Health's "Certification Clearance" (applicable only to potable water projects).

(9) The Florida Department of Environmental Protection's "Request for Approval To Place a Domestic Wastewater Collection/ Transmission System Into Operation" (applicable only to wastewater projects).

Instructions

(1) Type in the number assigned to the project by WWS.
(2) Type in the name of the project.
(3) Type in the WWS number assigned to the WWS Utility Connection Permit.
(4) Type in the name of the Permittee as it appeared on the Utility Connection Permit Connection Construction Approval issued by WWS.
(5) Type in the name of the person submitting this application and that can be contacted concerning the application.
(6) Type in the phone number of the submitter contact person.
(7) Type in the US postal mailing address of the submitter contact person.
(8) Type in the e-mail address of the submitter contact person.
(9) Select the appropriate choice.
(10) Not required when the Permittee is a governmental agency reporting to the Broward County Administrator.
(11) Not required when Permittee is a State or municipal governmental agency.