

Utility Connection Permit

The Water and Wastewater Services Utility Connection Permit process allows connection to or modification of its potable water, wastewater and/or reclaimed water systems. Installation or modification of water mains, fire protection double detector checks, fire hydrants, gravity sewer mains, force mains, lift stations, pump stations and sewer laterals almost always require a Utility Connection Permit. Installation of small diameter water services to a single building usually does not require a Utility Connection Permit.

Broward County Water and Wastewater Services has implemented ePermit for its Utility Connection Permit process to enhance customer service. For Water and Wastewater Services, ePermit means the electronic exchange of documents. Our goal is to electronically exchange documents to the maximum extent possible; however some documents continue to be paper based.

Applicants may choose to initiate a new project through the traditional paper-based process or use ePermit. Except as noted in the Water and Wastewater Services ePermit User's Guide, Water and Wastewater Services will not accept paper based information for projects started through the ePermit process, and Water and Wastewater Services will not accept electronic based design drawings, design drawing modifications, record drawings or easement documents for projects started through the paper-based process.

Applicants can change from paper based to ePermit or visa-versa during the project. However doing so will require starting the permit process over from scratch, including repayment of plan review fees.

Download a copy of the Water and Wastewater Services ePermit User's Guide which contains instructions on how to submit and retrieve documents electronically. We encourage applicants to use the ePermit process. However applicants are advised that doing so requires the design professional of record, a professional surveyor certifying record drawings and the professional surveyor preparing easement documents to have digital signature capability as described in the ePermit User's Guide. Digital signatures require purchase of a digital ID from an independent source.

[Water and Wastewater Services ePermit User's Guide](#)

Utility Connection Permit Process Documents

The following documents and forms are associated with the four parts of the Utility Connection Permit. They are applicable to either the paper-based or ePermit method of obtaining a Utility Connection Permit. *Note: All linked documents and forms are in Adobe PDF format unless otherwise noted. If you have trouble or encounter errors when attempting to open any of the below documents, you may need to right click and "save link as" to save the document on your computer and then open the document from that saved folder.*

PART 1 – PLAN APPROVAL

Application for Plan Review

 [Form](#)

 [Instructions](#)

Examples/Samples

 [Sample Fire Protection Level of Service – Fire Marshal or Fire Protection Specialist Letter](#)

 [Sample Fire Protection Level of Service – Engineer of Record Letter](#)

 [Sample Hydrant Location Letter](#)

PART 2 – REQUEST FOR PERMIT

Application for Connection Construction (Corporation) [Form](#) and [Instructions](#)

Application for Connection Construction (Governmental Agency) [Form](#) and [Instructions](#)

Application for Connection Construction (Individual) [Form](#) and [Instructions](#)

Application for Connection Construction (Partnership) [Form](#) and [Instructions](#)

PART 3 – THE PERMIT

 [Connection Construction Approval \(Issued by WWS\)](#)

PART 4 – RELEASE FOR SERVICE

Application for Release for Service [Form](#) and [Instructions](#)

 [Guideline for Partial Release of UCP Projects](#)