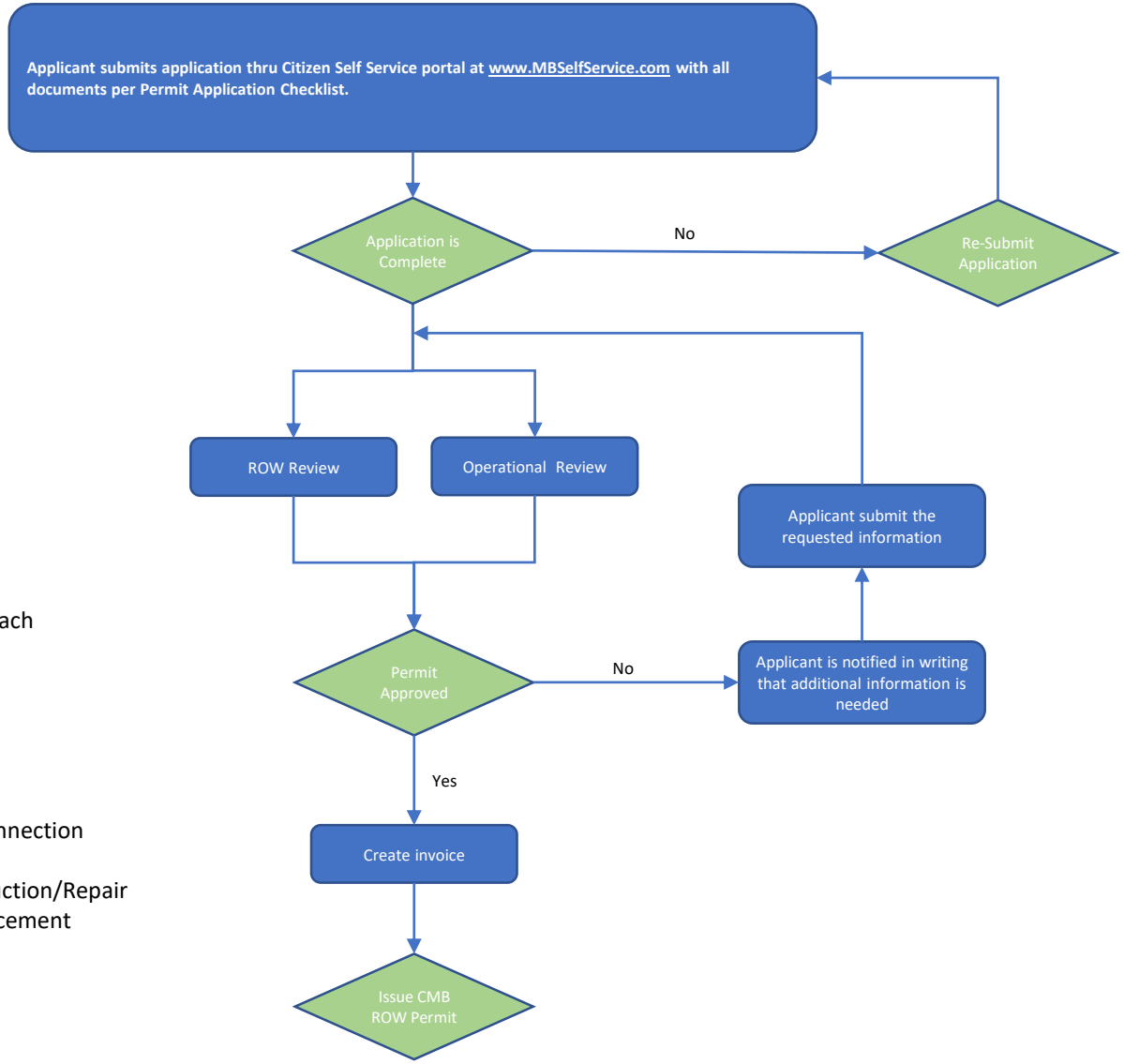
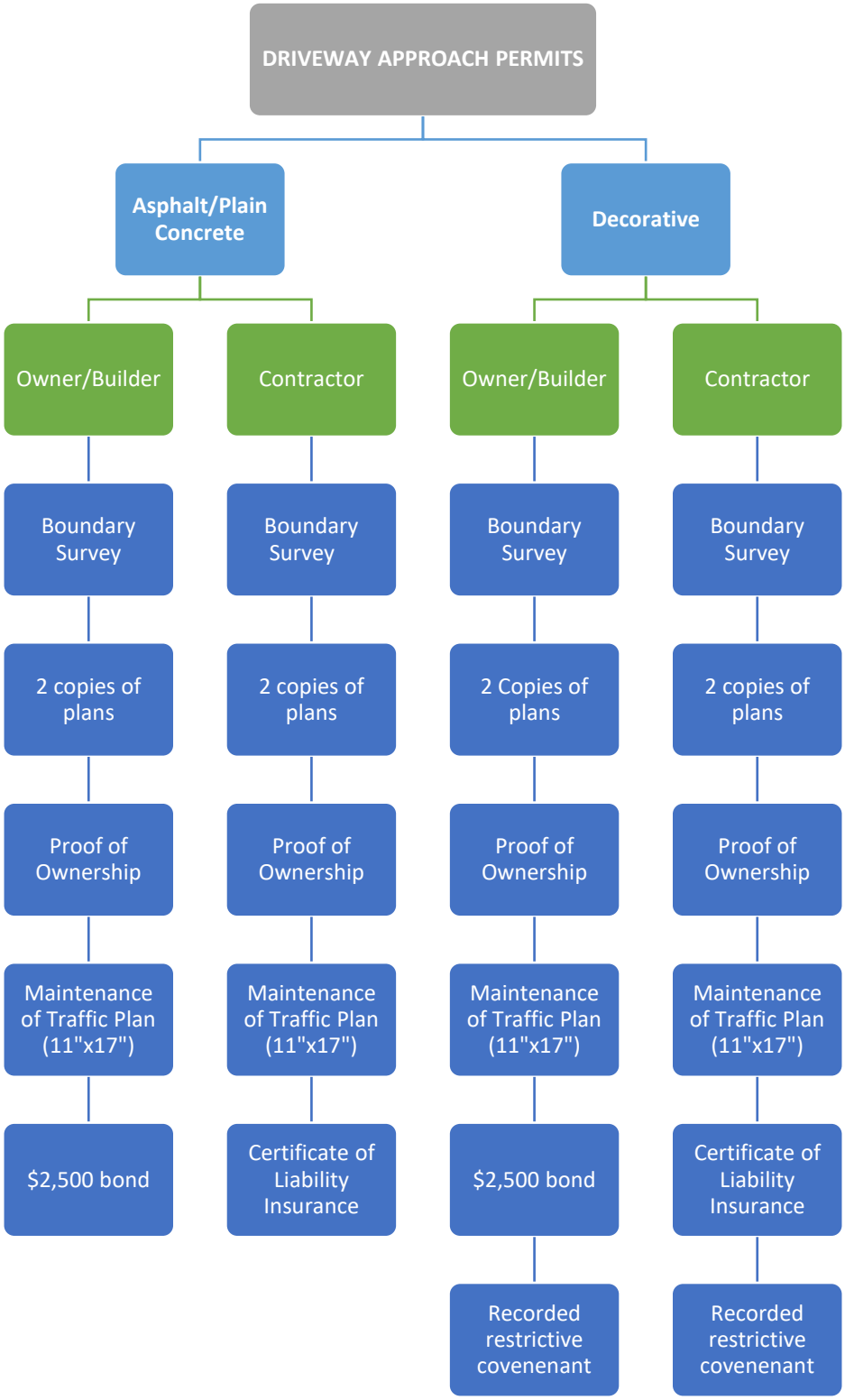
ELECTRONIC SUBMITAL



ROW Permits

- Asphalt Driveway Approach
- Bus Shelter
- Concrete Driveway Approach
- Crane Set-up in ROW
- Decorative Paver Driveway Approach
- Fire Line Service Connection
- Generator Placement in ROW
  Landscape in ROW
- Local Street Closure
- Pedestrian Scaffolding Placement
- Public Storage Container in ROW
- Sanitary Sewer Lateral Service Connection
- Sidewalk Closure
- Sidewalk Curb and Gutter Construction/Repair
- Temporary Dumpster/Roll-off Placement

MIAMIBEACH
City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov
PUBLIC WORKS DEPARMENT
Tel: 305-673-7080, Fax: 305-673-7028



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Permit Application Checklist
Decorative Concrete or Paver Driveway Approach Construction in ROW

(A copy of the Right-of-Way permit and plan are required to be on the job site at all times during construction)

When applying for a permit for Concrete Driveway Approach Construction, the following must be provided:

- ☐ Certified Property Survey less than 2 years old
- ☐ Two (2) sets of plans, profile/ section drawn to scale (11"x17" minimum size) - see minimum construction standards below
- ☐ Proof of Property Ownership for Owner/Builder construction permit - (warranty deed, property tax assessment document)
- ☐ Proof of Contractor's license with the State of Florida and Miami-Dade County
- ☐ $2,500 minimum bond per driveway approach required for Owner/Builder permit
- ☐ Florida Department of Transportation permit required for state roads and rights-of-way
  State roadways: Alton Road, 5th Street, 41st Street (Arthur Godfrey Rd), Collins Avenue, 63rd Street, 71st Street/ Normandy Drive., and Indian Creek Drive.
  No decorative driveway approaches allowed on F.D.O.T. roadways.
- ☐ Miami-Dade County permit required for County roads and rights-of- way (Miami-Dade County Public Works 111 NW 1st Street, Miami FL 33132 – Ph. 305-375-2142)
  Miami-Dade County roadways: 23rd Street, Dade Blvd, Pine Tree Drive, La Gorce Drive and Venetian Causeway
- ☐ Maintenance of Traffic Plan (MOT). An off-duty Miami Beach Police officer or F.D.O.T. Certified Flagman may be required. A determination will be made by Public Works Engineering.
- ☐ Provide restrictive covenant to be signed, notarized and recorded at Miami-Dade County Clerk of Courts for decorative driveway installations.
- ☐ Working hours within the City of Miami Beach right-of-way shall be between the hours of 9:00 am to 4:00 pm unless otherwise noted.

Following are Public Works minimum construction standards for concrete driveway approaches:

- ☐ 4 feet clearances from property lines, trees, street light poles, fire hydrants, sign posts, etc.
- ☐ Sidewalk section in driveway approach to be minimum 6" thick 4000 PSI concrete-Miami Beach Red integral colored concrete will be required adjacent to existing red colored sidewalks. Curb/gutters to be replaced in **standard concrete grey.**
- ☐ 6" minimum depth for driveway approach section.
- ☐ #10/10 6x6 minimum welded wire reinforcement mesh in approach section (sidewalk section excluded)
- ☐ Two #5 reinforcing bars in gutter section (entire length)
- ☐ Two #5 reinforcing bars in curb section (entire length)
- ☐ Use minimum 4000 PSI concrete strength in approach section
- ☐ Compact sub-base with mechanical tamper to achieve 98% density prior to pouring concrete.
- ☐ Minimum 2" thick leveling course for brick paver application.
- ☐ Provide copy of batch ticket for 4000 PSI concrete batch samples.
- ☐ Provide 4" PVC sleeves in center of swale area extended one foot on both sides of approach slab capped and placed at approximately 18"-24" in depth for decorative approaches only.

The applicant must call Sunshine One Call of Florida at 800-432-4770 and the Miami Beach Public Works Department at (305) 673-7080 to mark underground utilities located in the construction zone.

Provide certified copy of cylinder/density test results prior to concrete placement

Following are the required inspections:

☐ Excavation cut ☐ Sidewalk formwork ☐ Curb /Gutter formwork

☐ Sub-base compaction soil test results ☐ Miami Beach Red concrete (including mix batch ticket)

☐ Final

For Official Use Only:
The terms and conditions covered by this permit check list have been discussed with the applicant.
Inspector's Signature: _____

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PUBLIC WORKS DEPARTMENT

Tel: 305-673-7080; Fax: 305-673-7028

PUBLIC WORKS PERMIT APPLICATION

APPLICANT USE ONLY

COMPANY/INDIVIDUAL TO PERFORM WORK	JOB DESCRIPTION OF PROPOSED WORK
☐ CITY SUB/CIP ☐F.D.O.T. ☐ MIAMI-DADE COUNTY	STREET ADDRESS: _____
NAME: _____	WORK TO BE PERFORMED: _____
ADDRESS: _____	_____
PHONE: _____	START OF WORK: _____
FAX/OFFICE: _____	MONTH.DAY.YEAR
EMAIL: _____	EST. COMPLETION: _____
	MONT.DAY. YEAR

OFFICE USE ONLY **RWP**_____ **CRANE BOND NO.** _____

STANDARD REVIEW

☐ LOCAL RD. $330.00 _____

☐ COLLECTOR RD. $440.00 _____

☐ ARTERIAL RD. $1,029.00 _____

PRIORITY REVIEW

☐ LOCAL RD. $396.00 _____

☐ COLLECTOR RD. $528.00 _____

☐ ARTERIAL RD. $1,029.00 _____

PARTIAL DAY

☐ LOCAL RD. $165.00 _____

☐ COLLECTOR RD. $220.00 _____

☐ CONSECUTIVE MULTI-DAY $57.00 ( ) _____

☐ BLOCKING RIGHT OF WAY (LOCAL & COLLECTOR)

(_____LF)($0.26)(_____per day) _____

(_____SQ. FT)($0.04)(_____per day) _____

☐ BLOCKING RIGHT OF WAY (ARTERIAL)

(_____LF)($2.58)(_____per day) _____

(_____SQ. FT)($0.31)(_____per day) _____

☐ **STREET EXCAVATION**

50' OR LESS $374.00 _____

EACH ADD'L FT. $3.14 ( ) _____

☐ **SIDEWALK REPAIR**

50' OR LESS $308.00 _____

EACH ADD'L FT. $3.14 ( ) _____

☐ **SIDEWALK CONSTRUCTION**

50' OR LESS $308.00 _____

EACH ADD'L FT. $3.14 ( ) _____

SUB-TOTAL _____

☐ **PAVING/RESURFACING**

25' OR LESS $308.00 _____

EACH ADD'L FT. $6.68 ( ) _____

☐ **LINE AND GRADE SURVEY**

50' OR LESS $374.00 _____

EACH ADD'L FT. $7.46 ( ) _____

☐ **DRIVEWAYS** $134.00 ( ) _____

☐ **FLUME (STORM SEWER)** $308.00 ( ) _____

☐ **UTILITY PLACEMENT** $308.00 ( ) _____

ADD'L PER BLOCK $14.93 ( ) _____

☐ **LANDSCAPING WITHIN**

PER TREE/BEDDING $107.00 ( ) _____

☐ URBAN FORESTRY APPROVAL

☐ **UNDERGROUND SERVICE**

CONNECTION EACH $308 ( ) _____

☐ **MONITOR WELLS** $308 ( ) _____

☐ **REINSPECTION** $118.00 _____

☐ **REVOCABLE PERMIT** $4,269.00 ( ) _____

PER ADDRESS (375' R) $0.53 ( ) _____

☐ BLOCKING RIGHT OF WAY APP. FEE $39.00 _____

☐ AFTER THE FACT FEE 4 ( ) _____

☐ PERMIT EXT. (90 DAYS) $134.00 _____

REFUNDABLE BOND: ☐ **500** ☐ **1K** ☐ **1500** ☐ **2500** ☐ **5K** ☐ **10K**

TOTAL _____

MIAMIBEACH

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PUBLIC WORKS DEPARTMENT
Tel: 305-673-7080, Fax: 305-673-7028

ROW Permit Application Checklist
Type: Insurance Requirements

Insurance requirements for general construction/Right-of-Way permits are the following:

- ☐ Provide current copy of Certificate of Insurance Liability/Workmen's Compensation coverage to be approved by the City's Risk Management Division.
- ☐ Auto liability limits $1,000,000
- ☐ Commercial General Liability Limits $1,000,000
- ☐ Workmen's Compensation, if required by the State.
- ☐ All policies must be issued by companies authorized to do business in Florida with a Best Key rating of B+VI or better.
- ☐ The City of Miami Beach **must** be a CERTIFICATE HOLDER with 30-day notice of cancellation of change.
- ☐ The City of Miami Beach **must** be named as an additional insured for both General Liability and Automobile insurance.
- ☐ Provide project address, description and duration of construction activity to be performed in the description operation section of the Certificate of Insurance document.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) [redacted]

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		
[redacted]	CONTACT NAME: Leonardo Cicarelli	
	PHONE (A/C, No, Ext): (305) 944-0002	FAX (A/C, No): (305) 949-1010
	E-MAIL ADDRESS: leo@alltrustfl.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
[redacted]	INSURER A : Hudson Specialty Insurance Company	
	INSURER B : Chartis	
	INSURER C : Founders Insurance Compamy	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	**GENERAL LIABILITY** ☑ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☑ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC			HSGM04491	04/27/2017	04/27/2018	EACH OCCURRENCE	$ 1,000,000.00
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000.00
							MED EXP (Any one person)	$ 5,000.00
							PERSONAL & ADV INJURY	$ 1,000,000.00
							GENERAL AGGREGATE	$ 2,000,000.00
							PRODUCTS - COMP/OP AGG	$ 1,000,000.00
								$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS ☐ ☐						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
C	☐ **UMBRELLA LIAB** ☐ OCCUR ☐ **EXCESS LIAB** ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N		Z071446802	05/13/2017	05/13/2018	☑ WC STATU-TORY LIMITS ☐ OTH-ER	100,000.00
							E.L. EACH ACCIDENT	$ 100,000.00
							E.L. DISEASE - EA EMPLOYE	$ 500,000.00
							E.L. DISEASE - POLICY LIMIT	$
[redacted]	[redacted]			[redacted]	[redacted]	[redacted]	[redacted]	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

City of Miami Beach is named as additionally insured with regards to the following project:
Project Name:
Project Address:
Project Description:
Duration of Construction Activity:

CERTIFICATE HOLDER

City of Miami Beach
1700 Convention Center Drive
Miami Beach, FL 33139

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

SAMPLE

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DECLARATION OF RESTRICTIVE COVENANT

KNOWN ALL MEN BY THESE PRESENTS:

THIS DECLARATION REGARDING CONSTRUCTION AND MAINTENANCE OF [ ] Decorative Brick Paver Driveway Approach [ ] 4" Artificial Grass Strip (the "Declaration" is made this _____ day of _____, 20__, by _____, a Florida Corporation (the "Owner") in favor of the City of Miami Beach, Florida, a municipality of the State of Florida (the "City").

WHEREAS, the undersigned_____, president of _____hereinafter referred to as the simple Owner (s) ("Owner") of the following described property ("Property"), located at _____, City of Miami Beach, Florida: Lot(s) _____ Block _____of_____ Subdivision, according to the Plat thereof as recorded in Plat Book _____, Page _____, of the Public Records of Miami-Dade County, Florida; and

WHEREAS, the City's Public Works Department has required the Owner to install 1 – 4" SCH 40 PVC conduit at each driveway approach at minimum 16 inches to maximum 24 inches in depth extending 1'-0" on each side and capped within the right-of-way adjacent to the Owners property; and

WHEREAS, the undersigned Owner, has applied to the Public Works Department of the City of Miami Beach for permission to install the above described item(s) [ ] Decorative Paver Driveway Approach [ ] 4" Artificial Grass Strip, according to a plan reviewed and approved by the City's Public Works Department; and

WHEREAS, in consideration of the approval of this permit and/or plans by the Public Works Department of the City of Miami Beach, the undersigned Owner(s) agree(s), subject to, among other this the following:

1. To install and maintain the Decorative Brick Paver Driveway Approach within the right-of-way adjacent to the Property
2. To replace, restore and/or repair the Decorative Brick Paver Driveway Approach at Owner's expense, in the event the Public Works Department must issue an underground utility or right-of-way permit for work in that area.
3. Reserve unto the City the Right to remove, add, maintain or have the Owner(s) remove any of the improvements within the right-of-way, at Owner's expense.
4. Add the City of Miami Beach as additional insured on the Certificates of Insurance for Liability and Workmen's Compensation for a coverage in the minimum limits as approved by the City's Risk Manager.

NOW, THEREFORE, for good and valuable consideration, the undersigned do(es) hereby declare that these conditions shall be deemed a restrictive covenant running with the above mentioned property in favor of the City of Miami Beach, and shall remain in full force and effect and be binding on the undersigned, his/her/their heirs and assigns, until such time as this obligation has been canceled by an affidavit filed in the Public Records of Miami-Dade County, Florida, by the Director of the Public Works Department of the City of Miami Beach (or his authorized designee)

Signed, sealed, executed and acknowledged on ____ day of _____, __20____

Signed, sealed and delivered in the presence of:

WITNESSES:	OWNER(S):
_____	_____
Print name:_____	Print name:_____
_____	_____
Print name:_____	Print name:_____

STATE OF FLORIDA)

COUNTY OF MIAMI-DADE)

I HEREBY CERTIFY that on this day personally appeared before me _____ who is personally known to me, or has produced _____(type of identification) as identification and he/she acknowledge that he/she executed the foregoing, freely and voluntarily, for purposes therein expressed.

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 20_____.

My Commission Expires:

_____

NOTARY PUBLIC STATE OF FLORIDA

Print Name: _____

Commission No.:_____