

RESIDENTIAL PERMIT CHECKLIST

- _____ 1. Did you provide the documentation of ownership as recorded in public records?
Documentation may be a tax bill, or recorded deed (warranty, mortgage or contract for deed). Note: If you are not the owner, as identified by public records, you must obtain written permission to make improvements.
- _____ 2. Did you provide the written authorization for the potable water connection to the local utility?
- _____ 3. Are there any zoning regulations that will require the zoning department to approve? Is the use a conforming use to Hendry County Codes?
- _____ 4. Have you provided the driveway connection approval or construction authorization permit from Hendry County Engineering or Central County Water District, as required?
- _____ 5. Have you provided a copy of a signed agreement or contractor for the removal of all construction debris or sludge from this project? Have you arranged to have a portable toilet provided, in the absence of other accessible sanitary facilities?
- _____ 6. Have you completed the list of sub-contractors that you have contracted with for work on this project? All applicable lines must be identified, even if provided by same contractor.
- _____ 7. Have you provided the boundary survey with Flood Zone information with the application? Needs to be signed and sealed by a Florida licensed surveyor or engineer.
- _____ 8. Does your site plan (2 copies) contain the following minimum information?
- i. All existing structures. Also show proposed new construction, proposed phases, future projects, etc. with overall dimensions;
 - ii. Indicate all proposed or existing ponds, drainage systems, or retention ponds;
 - iii. Identify the points of the compass, utilities, demolition;
 - iv. Indicate fire hydrants, standpipe connections, fire pump locations, mains, branches and other potable water system sizes that are to be dedicated to use for fire suppression systems (if provided). Indicate all valve locations;
 - v. Indicate names and locations of adjacent county, city and/or state or federal road systems. Indicate connections to these roads.
 - vi. Indicate size and location of sanitary sewage piping and potable water lines. Indicate other pressurized piping (Gas, steam, non-potable water, fuel, etc.)
- _____ 9. Have you provide 2 complete sets of plans and specifications?
- _____ 10. Have you provided a complete copy of the signed contract for this project?