

First-Time Grease Trap Permitting Guide

For Existing Food Service Establishments with an Active Grease Discharge Operating Permit

On May 21, 2013, the Board of County Commissioners approved Resolution No. R-393-13 which authorized the execution of a new Consent Decree between Miami-Dade County and the United States of America, the State of Florida, and the Florida Department of Environmental Protection (FDEP) in order to comply with the Federal Clean Water Act and federal and state laws, regulations, and permits. A key provision of the Consent Decree is the reduction of Fats, Oil and Grease (FOG) discharges to the public sewer system. Miami-Dade County is obligated to enforce the existing FOG Control Program to *further reduce* the discharge of FOG into the public sanitary sewer system. To this end, in 2014 the Department sent notices to approximately 600 Food Service Establishments with active Grease Discharge Operating (GDO) permits that do not have grease traps. The advisory notice and 2015 GDO permits stipulated that grease traps shall be installed by **June 30, 2015**.

This guide was prepared to facilitate the first-time grease trap installation at these establishments. The guide includes the following:

- Permitting and installation process
- DERM grease trap review fee

Permitting and Installation Process: The following are the general steps to permit and install a grease trap.

1. Contact the Building Department having jurisdiction over your establishment to understand all applicable requirements for installation of a grease trap.
2. Work with your plumbing contractor to identify an appropriately sized grease-trap for the permit application and drawings for submittal to the Building Department having jurisdiction over your establishment for review. A guide for sizing grease traps is provided at the following link or simply scan the Quick Response (QR) Code below:

<http://www.miamidade.gov/environment/library/guidelines/fats-oils-grease-control-program.pdf>



3. **If your establishment is located within Unincorporated Miami Dade County** your plumbing contractor will take the drawings and Miami-Dade permit application and plumbing fee sheet for permit type "PLUM category 24" (attached) to the Permitting and Inspection Center (11805 SW 26th St, Miami, FL 33175). The permit will be issued once the plans are approved by DERM and Plumbing.

If your establishment is located within a Municipality, the respective Building Department will review the application and require that you submit your plans to DERM for review and approval prior to issuing the grease trap permit. Take the drawings and Municipal permit application for permit type "**MPLU category 24**" (attached) to the Permitting and Inspection Center (11805 SW 26th St, Miami, FL 33175) or Overtown Transit Village (701 NW 1 Ct, 2nd Floor, Miami, FL 33136) for DERM review. Once the plans are approved by DERM, return to the Municipal Building Department to finalize the plumbing permit.

4. After or during installation of the grease trap, ask the contractor to provide information on the proper operation and maintenance of the grease trap. Once your plumbing contractor has obtained the permit and mandatory plumbing inspection approvals from the appropriate permitting authority, DERM will conduct a verification inspection prior to the issuance of a new GDO operating permit.
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DERM Grease Trap Review Fee: Upon verification of the following conditions

1. Permit application is for a Food Service Establishment with an active DERM GDO permit.
2. The Food Service Establishment's DERM GDO permit includes a permit condition that a grease trap be installed by **June 30, 2015**.
3. Permit is only for the first-time grease trap installation.

The DERM plan reviewer will apply the minimum commercial plan review fee (\$90.00) and exclude the specialty grease trap review fee of \$120. This fee waiver recognizes that these submissions are for Food Service Establishments with active GDO permits and cannot apply to any new or otherwise non-compliant Food Service Establishments seeking GDO permits. Any necessary subsequent plan submittals will be charged applicable standard review fees.

The DERM Review Fees are assessed in addition to the fees assessed by the Municipality or Unincorporated Miami-Dade for the plumbing plan review and inspections.

To assure that Food Service Establishments that received the 2014 Advisory Notice applying for a first-time grease trap installation permit are charged the correct fee, the applicable permit application (**MPLU** or **PLUM**) and a copy of the 2015 GDO permit should be submitted. A sample 2015 GDO permit is attached for reference

If you have any questions or concerns regarding this matter, please contact the Pollution Regulation Division of DERM at (305) 372-6486.

NOTE: ALL SHEETS MUST BE REVIEWED

MIAMI-DADE COUNTY DEPARTMENT OF REGULATORY AND ECONOMIC RESOURCES

Herbert S. Saffir Permitting and Inspection Center

11805 SW 26th Street (Coral Way) • Miami, Florida 33175-2474 • (786) 315-2000

APPLICATION FOR MUNICIPAL PERMIT APPLICANTS THAT REQUIRE PLAN REVIEW FROM MIAMI-DADE FIRE RESCUE AND/OR ENVIRONMENTAL SERVICES

PROVIDE MUNICIPAL PROCESS NUMBER HERE			
LOCATION OF IMPROVEMENTS	Job Address _____ Folio _____ Lot _____ Block _____ Subdivision _____ PBpg _____ Metes and bounds _____		CONTRACTOR INFORMATION Contractor No. _____ Last four (4) digits of Qualifier No. _____ Contractor Name _____ Qualifier Name _____ Address _____ City _____ State _____ Zip _____
	TYPE OF IMPROVEMENTS <input type="checkbox"/> New Construction on Vacant Land <input type="checkbox"/> Alteration Interior <input type="checkbox"/> Alteration Exterior <input type="checkbox"/> Relocation of Structure <input type="checkbox"/> Enclosure <input type="checkbox"/> Repair <input type="checkbox"/> Repair Due to Fire <input type="checkbox"/> Demolish <input type="checkbox"/> Shell Only <input type="checkbox"/> Addition Attached <input type="checkbox"/> Addition Detached <input type="checkbox"/> Re-Roof <input type="checkbox"/> Foundation Only <input type="checkbox"/> Tent		Current use of property _____ Description of Work _____ Sq. Ft. _____ Units _____ Floors _____ Value of Work _____
PERMIT TYPE	<input type="checkbox"/> MBLD* Category _____ <input type="checkbox"/> MELE _____ <input type="checkbox"/> MPLU _____ <input type="checkbox"/> MLPG _____ <input type="checkbox"/> MMEC _____ <input type="checkbox"/> FIRE _____	REVIEW STATUS <input type="checkbox"/> Chg. Contractor <input type="checkbox"/> Re-Issue <input type="checkbox"/> Re-Stamp <input type="checkbox"/> Revision <input type="checkbox"/> Not Applicable for Fire	OWNER'S NAME Owner _____ Address _____ City _____ State _____ Zip _____ Phone _____ Last four (4) digits of Owner's Social Security No. _____
PERSON TO PICK UP PLANS	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		ARCHITECT / ENGINEER Owner _____ Address _____ City _____ State _____ Zip _____ Phone _____
FIRE SPECIAL REQUEST PLAN REVIEW (SRI)	I am requesting a Special Request Plan Review (SRI) to be scheduled as soon as possible at the rate of \$209 for the first hour and \$71.50 per each additional hour in addition to the review fees. Minimum charge one-hour. 1 st Request: _____ Date: _____ 2 nd Request: _____ Date: _____ 3 rd Request: _____ Date: _____		
PERA OPTIONAL PLAN REVIEW (OPR)	I am requesting Optional Plan Review (OPR) to be scheduled as soon as possible at the rate of \$75 for each discipline. Additional review fees may apply. 1 st Request: _____ Date: _____ 2 nd Request: _____ Date: _____ 3 rd Request: _____ Date: _____		

BUILDING PERMIT CATEGORIES

CATEGORY	DESCRIPTION	PERMIT TYPE
BUILDING		
01	GENERAL BUILDING—COMMERCIAL	MBLD
02	SUB—GENERAL BUILDING—RESIDENTIAL	MBLD
08	CANVAS AWNING	MBLD
10	COMMUNICATION TOWER	MBLD
15	DEMOLITION	MBLD
29	METAL AWNING & STORM SHUTTER	MBLD
48	SCREEN ENCLOSURES	MBLD
55	SWIMMING POOL	MBLD
56	TENNIS COURTS (SURFACE PAVING)	MBLD
86	TRAILER TIE DOWN	MBLD
88	WALK-IN COOLER	MBLD
91	MARINAS	MBLD
92	LOW SLOPE APPLICATIONS (GRAVEL, SMOOTH MODIFIED, SINGLE PLY)	MBLD
95	SHINGLES (ASPHALT, FIBERGLASS)	MBLD
96	SHINGLES (METAL ROOFS/WOOD SHINGLES & SHAKE)	MBLD
97	STAGE 2 VAPOR RECOVERY SYSTEM	MBLD
99	SOIL IMPROVEMENT	MBLD
0100	BULK STORAGE PROPANE TANK	MBLD
0101	REMOVABLE STORM PANELS	MBLD
0107	TILE ROOF	MBLD
0110	WATER MAIN	MBLD
0111	SITE PLAN	MBLD
0112	INDOOR EVENT/EXHIBIT	MBLD
ELECTRICAL		
04	FIRE ALARM SPECIALTY	MELE
16	SPECIALTY WIRING	MELE
38	GENERATORS	MELE
PLUMBING		
0024	INTERCEPTOR/GREASE TRAPS (REPLACEMENT OR INSTALLATION THAT IS NOT PART OF A BUILDING PERMIT)	MPLU
LPGX		
01	LIQUEFIED PETROLEUM GAS	MLPG
02	MISCELLANEOUS	MLPG
04	LIQUEFIED PETROL. GAS/STATE	MLPG
MECHANICAL		
09	ABOVE/BELOW GROUND TANKS/PUMPS & POLLUTANT STORAGE SYSTEM	MMEC
38	COMMERCIAL HOODS	MMEC
43	FIRE CHEMICAL	MMEC
46	SPRAY BOOTHS	MMEC
48	SMOKE CONTROL	MMEC
52	RESIDENTIAL ELEVATOR	MMEC
FIRE		
32	FIRE SPRINKLER	FIRE

NOTE: ALL SHEETS MUST BE REVIEWED

MIAMI-DADE COUNTY BUILDING AND NEIGHBORHOOD COMPLIANCE DEPARTMENT Herbert S. Saffir Permitting and Inspection Center 11805 SW 26th Street (Coral Way), • Miami, Florida 33175-2474 • (786) 315-2100 **PERMIT APPLICATION**

123.01-52 PAGE 1 3/10

IF SUBSIDIARY PROVIDE MASTER PERMIT NUMBER HERE						
LOCATION OF IMPROVEMENTS	Job Address _____ Folio _____ Lot _____ Block _____ Subdivision _____ PBpg _____ Metes and bounds _____	CONTRACTOR INFORMATION	Contractor No. _____ Last four (4) digits of Qualifier No. _____ Contractor Name _____ Qualifier Name _____ Address _____ City _____ State _____ Zip _____			
TYPE OF IMPROVEMENTS	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> New Construction on Vacant Land <input type="checkbox"/> Alteration Interior <input type="checkbox"/> Alteration Exterior <input type="checkbox"/> Relocation of Structure <input type="checkbox"/> Short Term Event <input type="checkbox"/> New Roof <input type="checkbox"/> Recovery (Roof) <input type="checkbox"/> Permit by Affidavit </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Enclosure <input type="checkbox"/> Repair <input type="checkbox"/> Repair Due to Fire <input type="checkbox"/> Demolish <input type="checkbox"/> Shell Only <input type="checkbox"/> Addition Attached <input type="checkbox"/> Addition Detached <input type="checkbox"/> Re-Roof <input type="checkbox"/> Foundation Only </td> </tr> </table>	<input type="checkbox"/> New Construction on Vacant Land <input type="checkbox"/> Alteration Interior <input type="checkbox"/> Alteration Exterior <input type="checkbox"/> Relocation of Structure <input type="checkbox"/> Short Term Event <input type="checkbox"/> New Roof <input type="checkbox"/> Recovery (Roof) <input type="checkbox"/> Permit by Affidavit	<input type="checkbox"/> Enclosure <input type="checkbox"/> Repair <input type="checkbox"/> Repair Due to Fire <input type="checkbox"/> Demolish <input type="checkbox"/> Shell Only <input type="checkbox"/> Addition Attached <input type="checkbox"/> Addition Detached <input type="checkbox"/> Re-Roof <input type="checkbox"/> Foundation Only	Current use of property _____ Description of Work _____ Sq. Ft. _____ Units _____ Floors _____ Value of Work _____		
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PERMIT TYPE	<table style="width: 100%; border: none;"> <tr> <td style="width: 30%; vertical-align: top;"> <input type="checkbox"/> Building* Category _____ <input type="checkbox"/> Electrical _____ <input type="checkbox"/> Mechanical _____ <input type="checkbox"/> Plumbing _____ <input type="checkbox"/> LPGX _____ </td> <td style="width: 10%; text-align: center; vertical-align: middle;">CHANGE TO AN EXISTING PERMIT</td> <td style="width: 60%; vertical-align: top;"> <input type="checkbox"/> Chg. Contractor <input type="checkbox"/> Re-Issue <input type="checkbox"/> Extension <input type="checkbox"/> Supplement <input type="checkbox"/> Reinspection </td> </tr> </table>	<input type="checkbox"/> Building* Category _____ <input type="checkbox"/> Electrical _____ <input type="checkbox"/> Mechanical _____ <input type="checkbox"/> Plumbing _____ <input type="checkbox"/> LPGX _____	CHANGE TO AN EXISTING PERMIT	<input type="checkbox"/> Chg. Contractor <input type="checkbox"/> Re-Issue <input type="checkbox"/> Extension <input type="checkbox"/> Supplement <input type="checkbox"/> Reinspection	OWNER'S NAME	Owner _____ Address _____ City _____ State _____ Zip _____ Phone _____ Last four (4) digits of Owner's Social Security No. _____
<input type="checkbox"/> Building* Category _____ <input type="checkbox"/> Electrical _____ <input type="checkbox"/> Mechanical _____ <input type="checkbox"/> Plumbing _____ <input type="checkbox"/> LPGX _____	CHANGE TO AN EXISTING PERMIT	<input type="checkbox"/> Chg. Contractor <input type="checkbox"/> Re-Issue <input type="checkbox"/> Extension <input type="checkbox"/> Supplement <input type="checkbox"/> Reinspection				
PERSON TO PICK UP PLANS	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____	ARCHITECT ENGINEER	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____			
BONDING	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____	MORTGAGE LENDER	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____			

*See reverse side for Building Category

Application is hereby made to obtain a permit to do work and installation as indicated. I certify that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that separate permits are required for **ELECTRICAL, PLUMBING, SIGNS, POOLS, MECHANICAL, WINDOW, SHUTTERS and ROOFING WORK** and there may be additional permits required for other governmental entities.

OWNER'S/PERMIT APPLICANT AFFIDAVIT: I certify that all of the foregoing information is accurate and that I have no unpaid civil penalties, administrative hearing cost investigative, enforcement, testing or monitoring costs or unpaid liens which are owed to Miami-Dade County.

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.

"The issuance of the permit does not relieve the property owner from obtaining homeowner's association approval (if required) prior to beginning any work and in no way authorizes work that is in violation of any association rule or regulation."

Signature of Owner or Owner's Agent _____

PRINT NAME _____

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Sworn to and subscribed before me this _____

day of _____, 20____,

by _____

Signature of Notary Public _____

Print Name _____

(SEAL)

Personally known _____

or Produced Identification _____

Signature of Qualifier _____

PRINT NAME _____

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Sworn to and subscribed before me this _____

day of _____, 20____,

by _____

Signature of Notary Public _____

Print Name _____

(SEAL)

Personally known _____

or Produced Identification _____

BUILDING PERMIT CATEGORIES

CATEGORY	DESCRIPTION
01	GENERAL BUILDING—COMMERCIAL
02	SUB—GENERAL BUILDING—RESIDENTIAL
08	CANVAS AWNING
10	COMMUNICATION TOWER
15	DEMOLITION
18	FENCE
19	FLAGPOLE—SATELLITE DISH
22	GARAGE DOOR REPLACEMENT
29	METAL AWNING & STORM SHUTTER
35	ORNAMENTAL IRON
48	SCREEN ENCLOSURES
51	SIGN (NON-ELECTRIC)
55	SWIMMING POOL
82	WINDOWS (RESIDENTIAL OR COMMERCIAL)
83	STORE FRONT (RESIDENTIAL OR COMMERCIAL)
84	GLAZED CURTAIN WALLS
86	TRAILER TIE DOWN
88	WALK-IN COOLER
91	MARINAS
92	LOW SLOPE APPLICATIONS (GRAVEL, SMOOTH MODIFIED, SINGLE PLY)
95	SHINGLES (ASPHALT, FIBERGLASS)
96	SHINGLES (METAL ROOFS/WOOD SHINGLES & SHAKE)
99	SOIL IMPROVEMENT
0100	BULK STORAGE PROPANE TANK
0101	REMOVABLE STORM PANELS
0102	TIE DOWN OF STORAGE CONTAINERS/MISCELLANEOUS ITEMS
0104	SINGLE ENTRANCE DOOR
0106	LIGHTWEIGHT CONCRETE
0107	TILE ROOF
0109	WATERPROOFING SYSTEMS
0113	CHINESE DRYWALL REPAIR – RESIDENTIAL
0114	CHINESE DRYWALL REPAIR – COMMERCIAL

ATTENTION

Please be advised that Roadway Impact Fee may be required for Building Permit categories "01" Commercial, "02" Residential, "18" Fence and "86" Trailer Tie Down.

Please complete the following if your application is for one of the above mentioned categories.

Impact Fee, Fee Payer Name _____

Address _____ Phone No. _____

Last four (4) digits of Social Security/Tax Identification No. _____

Please be advised that any existing or proposed Development served or to be served with a septic tank requires approval from the Florida Department of Health.

NOTICE OF COMMENCEMENT

A RECORDED COPY MUST BE POSTED ON THE JOB SITE AT TIME OF FIRST INSPECTION

PERMIT NO. _____ TAX FOLIO NO. _____

STATE OF FLORIDA:
COUNTY OF MIAMI-DADE:

THE UNDERSIGNED hereby gives notice that improvements will be made to certain real property, and in accordance with Chapter 713, Florida Statutes, the following information is provided in this Notice of Commencement.

Space above reserved for use of recording office

1. Legal description of property and street/address: _____
2. Description of improvement: _____
3. Owner(s) name and address: _____
Interest in property: _____
Name and address of fee simple titleholder: _____
4. Contractor's name, address and phone number: _____
5. Surety: (Payment bond required by owner from contractor, if any)
Name, address and phone number: _____
Amount of bond \$ _____
6. Lender's name and address: _____
7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7., Florida Statutes,
Name, address and phone number: _____
8. In addition to himself, Owners designates the following person(s) to receive a copy of the Lienor's Notice as provided in Section 713.13(1)(b), Florida Statutes.
Name, address and phone number: _____
9. Expiration date of this Notice of Commencement: _____
(the expiration date is 1 year from the date of recording unless a different date is specified)

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13. FLORIDA STATUTES, AND CAN RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature(s) of Owner(s) or Owner(s)' Authorized Officer/Director/Partner/Manager

Prepared By _____ Prepared By _____
Print Name _____ Print Name _____
Title/Office _____ Title/Office _____

STATE OF FLORIDA
COUNTY OF MIAMI-DADE

The foregoing instrument was acknowledged before me this _____ day of _____.

By _____
 Individually, or as _____ for _____
 Personally known, or produced the following type of identification: _____
Signature of Notary Public: _____
Print Name: _____
(SEAL)

VERIFICATION PURSUANT TO SECTION 92.525, FLORIDA STATUTES

Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true, to the best of my knowledge and belief.

Signature(s) of Owner(s) or Owner(s)'s Authorized Officer/Director/Partner/Manager who signed above:

By _____ By _____

This instrument prepared by:

Name: _____

Address: _____

NOTICE OF TERMINATION
(of Notice of Commencement)

STATE OF FLORIDA:
COUNTY OF MIAMI-DADE:

Space above reserved for use of recording office

The undersigned hereby gives notice that the effective period of that certain Notice of Commencement dated _____, recorded in O.R. Book/Page _____ / _____ of the Public Records of Dade County, Florida, will terminate; and, in accordance with Section 713.132, Florida Statutes, the following information is provided:

1. The date and recording information for the Notice of Commencement being terminated are as described above, and all information contained therein is hereby expressly incorporated into this NOTICE OF TERMINATION.
2. The Notice of Commencement shall be terminated as of _____, or 30 days from the recording date of this Notice of Termination, whichever date is later.
3. This Notice of Termination applies to:
 - all the real property subject to the above described Notice of Commencement.
 - only to the portion of such real property described as:

4. All lienors have been paid in full or prorata in accordance with Section 713.06(4), Florida Statutes.
5. A copy of this notice has been served on the contractor and on each lienor who has given notice, if any.

Owner Signature: _____
Print Name _____

Owner Signature: _____
Print Name _____

SWORN TO AND SUBSCRIBED before me this _____ day of _____ 20____
by: _____

Personally known to me, or produced _____ as identification.

Notary Signature: _____

Print Name: _____

seal

Exhibit attached:

- Contractor's Final Payment Affidavit
- Property Legal Description
- Copy of Notice of Commencement

RELEASE OF LIEN AND AFFIDAVIT

Space above reserved for use of recording office

1. The undersigned contractor, for an in consideration of the payments of the sum of _____ paid by receipt of which is hereby acknowledged, hereby releases and quit claims to _____, the owner of the hereinafter described property, all liens, lien rights, claims or demands of any kind whatsoever, which the undersigned now has to might have against the building located on, or premises legally described as _____

_____ on account of labor performed and/or materials furnished for the construction of any such improvements on said premises.

2. All labor and materials used by the undersigned in the erection of said improvements have been paid in full, except as follows: _____

3. All lienors furnishing labor, services, or materials for said improvements have been paid in full, except as follows: _____

4. This instrument is executed and delivered to the owner in compliance with Chapter 713, Florida Statutes.

5. The undersigned contractors does hereby consent to the payment by the owner of all lienors giving notice and those lienors above named.

IN WITNESS WHEREOF, I have hereunto set by hand and seal this _____ day of _____, 20_____

Witnesses:

1. _____ (Contractor) (SEAL)

2. _____ By _____ (President)

STATE OF FLORIDA:

COUNTY OF MIAMI-DADE:

I, hereby acknowledge that the statements contained in the foregoing Release of Lien and Affidavit are true and correct. Sworn to and subscribed before me, this _____ day of _____, 20_____.

Notary Public _____

Print Notary's Name: _____

My Commission Expires: _____



MIAMI-DADE COUNTY CONSTRUCTION LIEN LAW FOR OWNERS

NOTE: IF YOU SIGNED AS THE OWNER'S AGENT YOU ARE RESPONSIBLE FOR DELIVERING THIS INFORMATION SHEET TO THE OWNER OF THE PROPERTY.

WARNING TO OWNER

Florida's Construction Lien Law (Chapter 713, Part One, Florida Statutes) requires the recording with the Clerk of the Courts a Notice of Commencement for real property improvements greater than \$2,500.00. However, it does not apply to the repair or replacement of an existing heating or air conditioning system less than \$5000.00 in value. This notice must be signed by you, the property owner.

Under Florida law, those who work on your property or provide materials and are not paid, have a right to enforce their claim for payment against your property. This claim is known as a construction lien.

YOU MUST FILE A NOTICE OF COMMENCEMENT

For your protection under the Construction Lien Law and to avoid the possibility of paying twice for improvements to real property, you must record a Notice of Commencement in the Clerk of the Court's Office. You also must provide a certified copy of the recorded document at the construction site. The Notice of Commencement must be signed by you, the owner contracting the improvements, and not by your agent.

The Notice of Commencement form, provided with this information packet, must be completed and recorded within 90 days before starting the work.

A copy of the payment bond, if any is required by you and purchased by the contractor, must be attached as part of the Notice of Commencement when recorded.

If improvements described in the Notice of Commencement are not actually started within 90 days after the recording of the Notice, a new Notice of Commencement must be recorded.

You lose your protection under the Construction Lien Law if the payments are made to the contractor after the expiration of the Notice of Commencement. The Notice is good for one year after the recording date or up to the date specified under item nine of the form.

Florida law requires the Building and Neighborhood Compliance Department to be a second source of information concerning the improvements made on real property. The Building Permit Application (included with this packet) has been expanded to include information on the construction lender and the contractor's surety, if any. The new application requires your signature or your agent's, to inform you of the Construction Lien Law.

YOU MUST POST THE NOTICE OF COMMENCEMENT AT THE JOB SITE

By law, the Building and Neighborhood Compliance Department is required to verify at the first inspection, after the building permit is issued, that a certified copy of the recorded Notice of Commencement, with attached bonds if any, is posted at the construction site. Failure to show the inspector a certified copy of the recorded Notice will result in a disapproved inspection, (Florida Statute 713.135(1){d}).

NOTICE TO OWNER FROM SUBCONTRACTORS AND SUPPLIERS

You may receive a Notice to Owner from subcontractors and material suppliers. This notice advises you that the sender is providing services or materials. Subcontractors and suppliers must serve a Notice to Owner within 45 days of commencing work to preserve their ability to lien your property.

If your address changes from that given in the Notice of Commencement, you should record a corrected Notice reflecting your current address. This is done to help ensure you will receive all notices.

RELEASE FROM LIEN FROM CONTRACTOR

Prior to paying the contractor, you need to receive a Release of Lien and Affidavit to the extent of payment from the general contractor. The Release of Lien and Affidavit shall state either that all the subcontractors and suppliers have been paid or list those unpaid and the amount owed. The contractor is required to list on the Release of Lien and Affidavit any subcontractor or supplier that has not been paid. That amount may be withheld from the contractor's pay and paid directly to the subcontractor or suppliers after 10 days written notice to the contractor.

If the balance due to the contractor is not sufficient to pay in full all subcontractors and suppliers listed on the contractor's affidavit, you may wish to consult an attorney.

The general contractor shall furnish a final Release of Lien and Affidavit to the owner indicating all subcontractors and suppliers have been paid at the time he requests final payment. You can rely on the affidavit in making final payment to the general contractor. If you make final payment to the general contractor without obtaining the affidavit, your property can be liened for non-payment if the general contractor fails to pay the subcontractors or suppliers. You should always obtain a Release of Lien and Affidavit from the contractor to the extent of any payments being made.

RELY ON YOUR LENDER FOR COMPLIANCE WITH CONSTRUCTION LIEN LAW

If you have a lender, you may rely on the lender to handle the recording of the Notice of Commencement. Learn more about the Construction Lien Law by contacting an attorney, your lender, or the Florida Department of Agricultural and Consumer Services, Division of Consumer Services.

Documents are recorded at the Clerk of the Courts, MIAMI-DADE COUNTY RECORDER, COURTHOUSE EAST, 22 N.W. First Street, 1st Floor, Miami, FL 33128.

You can record the Notice of Commencement by mail. The original Notice should be sent to the County Recorder, P.O. Box 011711, Flagler Station, Miami, Florida 33101. Please make sure the original Notice is signed and notarized. Also, remember to enclose the recording fee (for a single copy) and written instructions for recording and returning a certified copy of the recorded documents. For additional information on fees and recording documents call (305) 275-1155.

MIAMI-DADE COUNTY
DEPARTMENT OF REGULATORY AND ECONOMIC RESOURCES
PLUMBING AND GAS FEE SHEET

*Attention applicant: you are responsible for filling out this application correctly. If you have any questions concerning what category your work falls under, please see an inspector or processor for your trade. Refunds will not be given in case of error on your part and you will be charged a double fee for doing work without a permit. Minimum fee for plumbing permits is \$130.00.

Under penalties of perjury, I declare that to the best of my knowledge, the facts stated in this document are true. I understand that perjury is a felony of the third degree.

Signature _____ (L.S.)

Fee Code	Description	Fee Calculation	Units	# of Units	Fee
Category 01					
(P001 Must have building permit, if not, send for processing)					
(P003, P044 and P028 must have building permit if not use Category 20)					
P051	New Single Family Residence or Duplex (Please note the fee will be calculated based on the square footage on the master permit)	0.129¢ per Sq. ft.	# of Sq. ft.	_____	_____
P052	Addition to Single Family Residence or Duplex (Please note the fee will be calculated based on the square footage on the master permit)	0.129¢ per Sq. ft.	# of Sq. ft.	_____	_____
P053	Alteration repairs to Single Family Residence or Duplex	0.058¢ per \$1.00 est. cost.	Estimate Cost	_____	_____
P003	Sewer Connection to Public System	\$ 42.94 per Sewer	# of Sewers	_____	_____
P044	Sewer Connection to Private System	\$ 42.94 per Sewer	# of Sewers	_____	_____
P028	Building Sewerline	\$ 10.03 per 50 Ft.	# of Feet	_____	_____
P001	Rough/Plug (includes Roof Inlets)	\$ 8.59 per Outlet	# of Outlets	_____	_____
(P001 Must have building permit, if not, send for processing.)					
P004	Sewer Capping	\$ 42.94 per Cap	# of Sewer Caps	_____	_____
P009	Condensate Drain	\$ 4.53 per Outlet	# of Outlets	_____	_____
P010	Water Service Connection or Repair	\$ 11.45 per Meter	# of Meters	_____	_____
P011	Water Connection for outlet/appliance not covered in P001 i.e. (Ice maker, Heat recovery)	\$ 8.59 per Connection	# of Connections	_____	_____
P015	Sump Pump	\$ 11.45 per Pump	# of Pumps	_____	_____
P016	Repairs to Water Piping	\$ 8.25 per \$1,000	Est. Value	_____	_____
P032	Fixture/Set (includes Roof Inlets Floor drain)	\$ 8.59 per Fixture	# of Fixtures	_____	_____
P033	2" or less water service back flow assembly	\$ 50.10 per Assembly	# of Assemblies	_____	_____
P034	2 1/2" or larger water service back flow assembly	\$ 78.71 per Assembly	# of Assemblies	_____	_____
P046	Sanitary pipelines	\$ 10.03 per 50 ft.	# of Feet	_____	_____
P060	Additional inspections	\$ 71.55 per inspection	# of Inspections	_____	_____

Category 02 Gas Fitting (Natural Gas)

(Must be on separate application)

(Installation verification must be attached to application)

(If plans must be processed)

P018	Natural Gas LP Outlets (Single Family Residence or Duplex)	\$ 8.59 per Outlet	# of Outlets	_____	_____
P019	Appliances/Set (Excluding water heater)	\$ 8.59 Appliance	# of Appliances	_____	_____

Fee Code	Description	Fee Calculation	Units	# of Units	Fee
P061	Natural Gas LP Outlets Commercial	\$ 14.31 per Outlet	# of Outlets	_____	_____
P062	Appliances/Set Commercial	\$ 14.31 per Fixture	# of Fixtures	_____	_____
P020	Meters	\$ 5.73 per Meters	# of Meters	_____	_____
P021	Repairs to Gas Pipes	\$ 50.10 per Repair	# of Repairs	_____	_____
P065	Gas Flue Pipe	\$ 8.59 per Pipe	# of Pipes	_____	_____

Category 03 Lawn Sprinkler

(Must have building permit, if not, send for processing)

P012	Irrigation System/Underground	\$ 24.05 per Zone	# of Zones	_____	_____
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Category 05 Chemical Toilets

(For Special Events only)

P031	1st Temporary Toilet	\$130.00 per Toilet	# of Toilets	_____	_____
P036	Additional Temporary Toilets	\$ 11.81 per Toilet	# of Toilets	_____	_____
P040	Renewal of permit	Original Permit Fee	Orig. Permit Fee	_____	_____

Category 07 Solar Water Heater

(Must be processed)

P081	Solar Water Heater Installation Ground Mounted	\$128.81 per Installation	# of Installations	_____	_____
P083	Add Solar Panels Ground Mounted	\$128.81 per Panel	# of Panels	_____	_____
P082	Solar Water Heater Installation Roof Mounted	\$128.81 per Installation	# of Installations	_____	_____
P084	Add Solar Panels Roof Mounted	\$128.81 per Panel	# of Panels	_____	_____

Category 09 Swimming Pool Maintenance Only

P056	Pool Maintenance	\$ 85.88 per Pool	# of Pools	_____	_____
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Category 10 Pool Piping

P054	Pool Piping Residential	\$ 85.88 per Pool	# of Pools	_____	_____
P055	Pool Piping Commercial	\$135.96 per Pool	# of Pools	_____	_____
P049	Fountain Piping	\$ 85.88 per Fountain	# of Fountains	_____	_____
P035	Package Pool Heater	\$ 71.56 per Heater	# of Heaters	_____	_____

Category 12 Swimming Pool Servicing

P056	Pool maintenance	\$ 85.88 per Pool	# of Pools	_____	_____
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Category 14 Fire Water

(Must be processed)

P010	Water Service Connection	\$ 11.45 per Meter	# of Meters	_____	_____
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Category 15 Site Utilities

(Must have building permit, if not, send for processing)

P024	Water Treatment Plant	\$300.54 per Plant	# of Plants	_____	_____
P025	Sewer Treatment Plant	\$214.68 per Plant	# of Plants	_____	_____
P027	Sewage Ejection	\$100.19 per Ejector	# of Ejectors	_____	_____
P072	Water & Gas Mains	\$ 10.03 per 50 Ft.	# of Feet	_____	_____
P029	Storm & Sanitary Collector Lines	\$ 10.03 per 50 Sq. Ft.	# of Feet	_____	_____
P030	Manhole	\$ 14.31 per Manhole	# of Manholes	_____	_____
P041	Interceptor (set only)	\$ 45.09 per Interceptor	# of Interceptors	_____	_____

Fee Code	Description	Fee Calculation	Units	# of Units	Fee
Category 17 Exterior Rough only					
P073	Building Water Service Connection	\$ 11.45 per Connection	# of Connections	_____	_____
P039	Trailer or Mfg. Home Connections	\$ 85.88 per Connection	# of Connections	_____	_____
Category 18 Lift Station					
(Must have building permit, if not, send for processing)					
P026	Lift Station	\$343.48 per Station	# of Stations	_____	_____
Category 20 Sewer Connection to Public System (This category is used only when no building permit exist)					
(Requires DERM review)					
(Customer must show proof of payment for sewer charges to WASD)					
P003	Sewer Connection to Public System	\$ 42.94 per Sewer	# of Sewers	_____	_____
P044	Sewer Connection to Private System	\$ 42.94 per Sewer	# of Sewers	_____	_____
P028	Building Sewer Line	\$ 10.03 per 50 Ft.	# of Feet	_____	_____
Category 21 Re-Metering					
P074	Meter	\$ 11.45 per Meter	# of Meters	_____	_____
Category 22 Medical Gas Installation (Commercial with no building permit requires processing)					
P064	Estimated Value	\$ 15.04 per \$1,000	Est. Value	_____	_____
Category 23 (Foundation Only)					
(Must have building permit, if not, send for processing)					
P079	Rough/Plug (below grade only)	\$ 8.59 per Outlet	# of Outlets	_____	_____
P009	Condensate Drain	\$ 4.53 per Outlet	# of Outlets	_____	_____
P010	Water Service Connection or Repair	\$ 11.45 per Meter	# of Meters	_____	_____
P015	Sump Pump	\$ 11.45 per Pump	# of Pumps	_____	_____
P075	Water pipelines	\$ 10.03 per 50 ft.	# of Feet	_____	_____
P033	2" or less water service back flow assembly	\$ 50.10 per Assembly	# of Assemblies	_____	_____
P034	2 1/2" or larger water service backflow assembly	\$ 78.71 per System	# of Systems	_____	_____
P046	Sanitary pipelines	\$ 10.03 per 50 ft.	# of Feet	_____	_____
Category 24 Interceptor/Grease Traps					
(Must have building permit, if not, send for processing)					
P041	Interceptor (Grease Trap)	\$ 45.09 per Interceptor (Grease Trap)	# of Interceptors (Grease Trap)	_____	_____
LPGX Category 01					
(Must be on separate application)					
(If plans must be processed)					
P076	LP Outlets/Regulators (Single Family Residence or Duplex)	\$ 8.59 per Outlet	# of Outlets	_____	_____
P077	Appliances/Set (Single Family Residence or Duplex)	\$ 8.59 per Appliance	# of Appliances	_____	_____
P061	Natural Gas LP Outlets Commercial	\$ 14.31 per Outlet	# of Outlets	_____	_____
P062	Appliances/Set Commercial	\$ 14.31 per Fixture	# of Fixtures	_____	_____
P020	Meters	\$ 5.73 per Meter	# of Meters	_____	_____
P021	Major Repairs to Gas Pipes	\$ 50.10 per Repair	# of Repairs	_____	_____
P022	Underground LP Tanks	\$ 85.88 per Tank	# of Tanks	_____	_____
(Per group of tanks at a single location)					
P037	Above Ground LP Tanks	\$ 85.88 per Tank	# of Tanks	_____	_____
(Per group of tanks at a single location)					
P065	Gas Flue Pipe	\$ 8.59 per Pipe	# of Pipes	_____	_____