

DERM GUIDELINES:

Miami Dade County (MDC) - Regulatory & Economic Resources (RER), Construction, Permitting, and Building Code Division - Electrical Permit Requirements for Remote Telemetry Unit (RTU) Installations

Requirements for new RTU Panel(s) for existing Wastewater Pump Station(s) in Miami Dade County under the jurisdiction of RER, Construction, Permitting, and Building Code Division - Electrical

** Properties starting with Folio # 30-xxxx-xxx-xxxx**

The following documents are required as part of new building electrical permit applications for RTU installations **specifically for properties located in MDC under the jurisdiction of MDC's RER-Construction, Permitting, and Building Code Division:**

- 1) Submit a completed MDC building permit application for an electrical permit.
- 2) Provide / attach to the building permit application the following documents from the electrical contractor:
 - a) An electrical floor plan (s), or electrical sketch(s) in lieu of a standard electrical floor plan(s), from the electrical contractor that will perform the RTU installation.
 - b) Each plan or sketch sheet(s) shall at a minimum, include the electrical contractor's information performing the RTU installation, and the work site information as follows:
 - i) Electrical contractor company name (including fictitious name i.e. "Doing Business As")
 - ii) Electrical contractor company's address, phone number, and email
 - iii) Floor plan or sketch(s) name should follow the general format of "New RTU Panel Electrical Installation / Connection to Existing Wastewater Pump Station [ID #] located at Work Site Address [XXXXXX]"

[Remark: The Pump Station ID # can be obtained from the property owner]
 - iv) All plan or sketch sheets shall include, at a minimum, the electrical contractor qualifier name, license number, date, and signature of the electrical contractor qualifier performing the RTU installation and applying for the building permit. All sheets are required to be notarized. Alternatively, each plan or sketch sheet can be signed, sealed, and dated by professional engineer registered in the state of Florida.
- 3) Plan(s) or sketch(s) shall include, at a minimum, the following information:
 - a) Floor plan showing the existing pump station (PS) wet well, existing valve box (if applicable), and existing PS electrical control panel.
 - b) The existing PS electrical control panel voltage (208, 230, or 480 volt / 1Ph or 3Ph).
 - c) The location of the new RTU panel.
 - d) RTU panel installation location: on an existing PS control panel rack or on a new standalone rack. If

there is available space on the existing PS control panel rack, the RTU can be installed on the existing rack, including on the rear of the existing PS control panel (back-to-back installation).

- e) Elevation view of the RTU panel installed on the existing PS control panel rack or on a new standalone rack as required. Specify the minimum elevation/height from the bottom of the RTU panel to the finish ground as per Florida Electrical Code requirements.
 - f) The RTU Manufacturer, Model, and total number of wireless-notification points, and the RTU Panel - Box NEMA Class according to the DERM RTU Guidelines & Requirements document [<https://www.miamidade.gov/permits/library/rtu-guidelines-and-minimum-requirements-v1.pdf>].
 - g) Note the phone numbers (service contractor company name/phone number and RTU property owner, or representative, phone number) to receive wireless notification from the RTU panel. Coordinate with the property owner accordingly.
 - h) Electrical diagram for the connection of the new RTU panel with 120 volts operation to the existing source of power (existing PS electrical control panel or other PS electrical power source as per Florida Electrical Code requirements). Specify the wire sizes, switches, etc. Identify the components in the diagram and include any coordination note as required.
- 4) If the existing PS control panel requires replacement for RTU installation, plan(s) and sketches for the new control panel and RTU may require the sign and seal of a professional engineer registered in the state of Florida. The RER, Construction, Permitting, and Building Code Division will inform the contractor of all requirements for approval of a new PS control panel.
 - 5) For the electrical permit fee amount, contact RER, Construction, Permitting, and Building Code Division, Electrical Division Director, Mr. Matthew Agostini, at (786) 315-2083, email: Matthew.Agostini@miamidade.gov.

Remarks:

- 1) For RTU panel installations for properties located in a municipality, town, village, etc., please contact the corresponding Municipal Building Department for the requirements to apply for an Electrical Building Permit.
- 2) After the electrical building permit is obtained, the RTU installation is complete, and the final electrical inspection is approved by a MDC Electrical Inspector or a Municipal Building Department – Electrical Inspector, the RTU’s contractor will provide a copy of the RTU electrical permit and the final inspection approval to DERM via email at: PSO@miamidade.gov and request a DERM RTU Compliance Inspection [see DERM RTU Guidelines & Requirements].
- 3) For any questions about these guidelines please contact:

| Primary Contact | Secondary Contacts | |
|---|---|--|
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NOTE: The MDC RER, Construction, Permitting, and Building Code Division-Electrical Division may require any additional building permit requirement(s) other than the requirements in these guidelines for the proposed RTU Panel installation.