



# GUIDELINES FOR EARLY START CERTIFICATE

Rev: 10 | Revision Date: 2/7/2024 | Print Date: 2/7/2024 | I.D. Number: GFESC

## Purpose

The Development Services Department Early Start Certificate (ESC) program allows construction projects to begin work while the application for permit is being reviewed.

## Authority

Section 105.12 of the 8<sup>TH</sup> Edition Florida Building Code allows limited work to start before a permit is issued. Certain work is allowed to commence up to the point an inspection is required. An ESC is only valid for 30 working days. If a Building Permit is not obtained within 30 working days all construction must cease.

## Submittal Requirements & Process

Submit all required applications for permit (See Permit Applications Required on the following page).

If not previously submitted, provide two (2) sets of plans signed and sealed by a Professional Engineer in the State of Florida for the work to be done under the ESC, including but not limited to:

- Earthmoving
- Utilities Installation
- Erosion Control Plan or Surface Water Pollution & Prevention Plan (SWPPP)
- Foundation

Obtain any Demolition Permits and Inspections required prior to request for ESC.  
Submit ESC Request (No Fee Required).

Provide a copy of Urban Design & Planning DRC approval (If applicable).

Provide a copy of all applicable State and County Agencies Site Engineering & Environmental Approvals:

- SFWMD or BCEPGMD Surface Water Approval
- FDEP, BCEPGMD Army Core of Engineers Environmental Approval
- FDEP & BCEPGMD Sanitary Sewer Permit
- BC Health Department Water Extension Permit
- FDEP Notice of Intent (NOI)
- FDEP Coastal Construction Control Line Permit

Pay all Bonds required.

Obtain Floodplain Manager Approval.

The applicant will be notified via email of status (Please allow 24-48 hours).

If approved, a copy of the approval will be forwarded via email and also scanned into the Master Permit Record.

Schedule pre-construction meeting with Contractor (if applicable).

File and provide recorded Notice of Commencement (NOC) with Broward County.

The ESC must be posted in a conspicuous and accessible place on the job site.



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## Permit Applications Required – Each permit applied for needs a separate application

### Building Permits Required

1. Building - As applicable to project

### Engineering Permits Required (Engineering Permits must be obtained prior to ESC issue)

1. Site Preparation & Erosion Control – GSITEPREP
  - Cash or Surety Bond Required. Amount based on size of project shown on survey:

Under 1 Acre	\$ 2,500
1 Acre < 2 Acres	\$ 5,000
2 Acres or Greater	\$ 10,000
2. Maintenance of Traffic – GMOT (Only required if any lanes of traffic are affected by work)
3. Dewatering – GDWTR
  - If dewatering is not required contractor shall submit a signed and notarized Dewater Affidavit.

## Caution

- ! **A request for “pile only” installation is permissible. This does not include pile caps, grade beams or floor slabs. Threshold Inspector registration with the City of Fort Lauderdale is required prior to pile work commencing. Threshold logs must be present on site for City of Fort Lauderdale audit. Work shall not proceed past pile installation until the master permit has been issued.**
- ! **DO NOT work beyond the description of work on the ESC request.**
- ! **UNDER NO CIRCUMSTANCES shall any work proceed past the first required inspection threshold.**
- ! **INSPECTIONS CANNOT BE OBTAINED on any work until the Master Building Permit has been issued.**
- ! **DO NOT conceal any work performed.**

For any questions concerning the Early Start Certification (ESC) process, please contact the Building Official.



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<b>Owner / Tenant Name:</b>	<b>Permit Number:</b>
<b>Job Address:</b>	<b>Email:</b>
<b>Phone:</b>	<b>Contact Name:</b>

Discipline	Description of early work to be done:	<input type="checkbox"/> New Construction	<input type="checkbox"/> Alteration
<b>Building</b>			
<b>Electrical</b>			
<b>Mechanical</b>			
<b>Plumbing</b>			
<b>Site Work</b>			

In accordance with the Florida Building Code Section 1 0 5. 1 2, construction work is hereby authorized to commence pursuant to this permit at the above referenced address. Work done pursuant to this permit shall not be concealed but shall remain open for inspection. Work can only proceed to the point approved by the Early Start Certificate. Applicant is responsible for knowing when inspections are required and may not rely upon representation of the City or its employees for such information. An inspection shall not be made for any construction trade until a building permit has been issued for the project. The use of a special inspector is not authorized for this type of permit.

Issuance of this permit does not constitute permission to violate State of Florida and/or Broward County Building Codes and does not provide any guarantee that construction plans will be approved as submitted. All work done pursuant to this permit shall be at the contractor's risk and any work done contrary to the approved permit shall be corrected at the contractor's expense. The City of Fort Lauderdale shall not be held liable for any damages or losses resulting from this work.

Failure to comply with any of the foregoing conditions shall constitute a violation of the Florida Building Code.

**\*\* Each discipline/trade that is listed on the Early Start form requires a contractor that is registered with the City of Fort Lauderdale, and they must submit current Certificates of Insurance (COI) for Workers Compensation and Liability, prior to the Early Start request/application.**

**X**

Signature of Owner/Tenant

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_ day of \_\_\_\_\_, 2022, by (Name and title of authorized officer)

By (Print Name) \_\_\_\_\_

Personally known or I.D. \_\_\_\_\_

Notary Signature \_\_\_\_\_

**X**

Signature of Building Qualifier

STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_ day of \_\_\_\_\_, 2022, by (Name and title of authorized officer)

By (Print Name) \_\_\_\_\_

Personally known or I.D. \_\_\_\_\_

Notary Signature \_\_\_\_\_

Building Approval _____	Date _____
Flood Approval _____	Date _____
Engineering Approval _____	Date _____
Landscaping Approval _____	Date _____
Plumbing Approval _____	Date _____