



CITY OF ALTAMONTE SPRINGS

COMMERCIAL SITE ENGINEERING INSPECTION REPORT

PROJECT INFORMATION	
Project Name:	Permit #
Project Address:	SPR
Name/Company:	DRC Approval
Address:	1 st
Contact Person:	2 nd
E-mail:	3 rd
Phone:	Comments:
Fax:	
PROJECT ENGINEER	LANDSCAPE ARCHITECT
Firm:	Firm:
Address:	Address:
Contact Person:	Contact Person:
E-mail:	E-Mail:
Phone:	Phone:
Fax:	Fax:
GENERAL CONTRACTOR	LANDSCAPE CONTRACTOR
Firm:	Firm:
Address:	Address:
Contact Person:	Contact Person:
E-mail:	E-Mail:
Phone:	Fax:
Fax:	Phone:
SUBCONTRACTOR	SURVEYOR OF RECORD
Firm:	Firm:
Address:	Address:
Contact Person:	Contact Person:
Phone:	Phone:
Fax:	Fax:
E-mail:	E-Mail:

Contact Telephone Numbers		After hours emergency number (407) 571-8686	
P.W. Engineering Inspector Robert Brunetto Office: (407) 571- 8453 rebrunetto@altamonte.org	City Water Resources Info. (407) 571-8558	Building / Fire Safety Division (407) 571-8433	Utility Locates Sunshine One (800) 432-4770

Utility connections to the City’s systems shall be scheduled 48 hours in advance with the Public Works and Utilities’ Engineering Inspector (407) 571-8453.

The Contractor is responsible for providing a 48-hour written notice to all affected customers when a disruption of utility service is planned for tie-in work or scheduled shut downs. Service disruptions are to be determined with assistance of the City’s Water Resources Division.

Temporary water meters are available for construction purposes (407) 571-8346.

Erosion control.

- Seeding, mulching, sodding, and/or other acceptable methods shall be used to prevent erosion during all construction activities. The developer shall be required to maintain curb and gutters free of accumulation of sand and earth. Temporary siltation basins may be required during construction. [LDC 6.1.17]
- Maintenance shall be provided by the Developer for the two-year period of the road guarantee and for each lot until final inspection is passed. [LDC 6.1.17]
- Silt fencing is to be of plain black material without writing or advertising.

Construction project signs.

- One sign per construction project not exceeding 16 square feet per face in residential district or 32 square feet per face in commercial or industrial districts, provided that such sign be erected no more than five (5) days prior to the beginning of construction for which a valid building permit has been issued, shall be confined to the site of construction, and shall be removed five days after completion of construction and prior to occupancy. [LDC 3.42.7.2]

Construction site fencing.

- Opaque screening mesh-style material must be attached to fencing for all areas adjacent to public rights-of-way, developed residential areas, public parks, and any pedestrian way for use by the general public.
- Acceptable colors for the screening are black, dark green, grey, tan, beige, or other earth-tone color. The use of only one color is permitted.

Unauthorized work on City systems.

- No person, unless expressly authorized by the City Manager or his designee, shall tamper with, work on, or in any way alter city water facilities.
- Tampering or work shall include, but not be limited to, opening or closing of valves, turning on hydrants, or causing of any water to flow from the system.

Other Information.

- Fences and walls require a permit and inspection from the Building/Fire Safety Division.
- Dumpster pads with fenced enclosure will be inspected by the Engineering Inspector.
- Masonry enclosures with footings require a permit and inspections from Building/Fire Safety Division.

PROJECT INSPECTION FORM SUMMARY

Project Name:		Permit No.:
PHASE I		
Yes	N/A	SITE PREP / CLEARING / GRUBBING / EARTHWORK
<input type="checkbox"/>	<input type="checkbox"/>	1000 – FDEP NPDES (CGP)
<input type="checkbox"/>	<input type="checkbox"/>	1005 – Tree Protection
<input type="checkbox"/>	<input type="checkbox"/>	1010 – Maintenance of Traffic
<input type="checkbox"/>	<input type="checkbox"/>	1015 – Best Management Practices Installed
PHASE II		
Yes	N/A	STORMWATER MANAGEMENT
<input type="checkbox"/>	<input type="checkbox"/>	2000 – Material and Structure Installation
<input type="checkbox"/>	<input type="checkbox"/>	2005 – Storm Sewer Televised Inspections
<input type="checkbox"/>	<input type="checkbox"/>	2010 – Soil Compaction Reports
<input type="checkbox"/>	<input type="checkbox"/>	2020 – Final Stormwater Inspection
PHASE III		
Yes	N/A	UTILITY INSTALLATIONS (POTABLE WATER)
<input type="checkbox"/>	<input type="checkbox"/>	3000 – Wet Taps
<input type="checkbox"/>	<input type="checkbox"/>	3005 – Materials and Installation (Visual)
<input type="checkbox"/>	<input type="checkbox"/>	3010 – Tracing Wire – Continuity Test
<input type="checkbox"/>	<input type="checkbox"/>	3015 – Pressure Test
<input type="checkbox"/>	<input type="checkbox"/>	3020 – Soil Compaction Reports
<input type="checkbox"/>	<input type="checkbox"/>	3025 – Full Flush and Bacteriological Samples
<input type="checkbox"/>	<input type="checkbox"/>	3030 – Fire Hydrant Flow Test
<input type="checkbox"/>	<input type="checkbox"/>	3035 – Backflow Certification
<input type="checkbox"/>	<input type="checkbox"/>	3040 – Final Potable Inspection
<input type="checkbox"/>	<input type="checkbox"/>	3045 – FDEP Clearance
Yes	N/A	UTILITY INSTALLATIONS (RECLAIMED WATER)
<input type="checkbox"/>	<input type="checkbox"/>	3200 - Wet Taps
<input type="checkbox"/>	<input type="checkbox"/>	3205 - Materials and Installation (Visual)
<input type="checkbox"/>	<input type="checkbox"/>	3210 - Tracing Wire – Continuity Test
<input type="checkbox"/>	<input type="checkbox"/>	3215 - Pressure Test
<input type="checkbox"/>	<input type="checkbox"/>	3220 - Soil Compaction Reports
<input type="checkbox"/>	<input type="checkbox"/>	3225 - Full Flush & Bacteriological Samples
<input type="checkbox"/>	<input type="checkbox"/>	3230 – Backflow Certification (Chemical Injection)
<input type="checkbox"/>	<input type="checkbox"/>	3235 – Final Reclaimed Water Inspection

Project Name:		Permit No.:
Yes	N/A	UTILITY INSTALLATIONS (SANITARY SEWER)
<input type="checkbox"/>	<input type="checkbox"/>	3400 – Material and Structure Installation
<input type="checkbox"/>	<input type="checkbox"/>	3405 – Lateral Connections (Gravity)
<input type="checkbox"/>	<input type="checkbox"/>	3410 – Lamping and Televised Inspections (Gravity)
<input type="checkbox"/>	<input type="checkbox"/>	3415 – Tracing Wire – Continuity Test
<input type="checkbox"/>	<input type="checkbox"/>	3420 – Pressure Test
<input type="checkbox"/>	<input type="checkbox"/>	3425 – Soil Compaction Reports
<input type="checkbox"/>	<input type="checkbox"/>	3430 – Final Sanitary Sewer Inspection
<input type="checkbox"/>	<input type="checkbox"/>	3435 – FDEP Clearance
Yes	N/A	UTILITY INSTALLATIONS (LIFT / PUMP STA. & FORCE MAINS)
<input type="checkbox"/>	<input type="checkbox"/>	3600 – Material and Structure Installation
<input type="checkbox"/>	<input type="checkbox"/>	3605 – Mechanical Equipment and Installation
<input type="checkbox"/>	<input type="checkbox"/>	3610 – Electrical Equipment and Installation
<input type="checkbox"/>	<input type="checkbox"/>	3615 – Instrumentation Equipment and Installation
<input type="checkbox"/>	<input type="checkbox"/>	3620 - Tracing Wire – Continuity Test
<input type="checkbox"/>	<input type="checkbox"/>	3625 – Force Main Pressure Test
<input type="checkbox"/>	<input type="checkbox"/>	3630 – Soil Compaction Reports
<input type="checkbox"/>	<input type="checkbox"/>	3635 – Lift / Pump Station Startup
<input type="checkbox"/>	<input type="checkbox"/>	3640 – Final Lift / Pump Station Inspection
<input type="checkbox"/>	<input type="checkbox"/>	3645 – FDEP Clearance
PHASE IV		
Yes	N/A	ROADWAYS AND PARKING LOTS
<input type="checkbox"/>	<input type="checkbox"/>	4000 – Earthwork
<input type="checkbox"/>	<input type="checkbox"/>	4005 – Subgrade / Base Construction
<input type="checkbox"/>	<input type="checkbox"/>	4010 – Concrete Installation (curb, inlet, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	4015 – Soil Compaction Reports
<input type="checkbox"/>	<input type="checkbox"/>	4020 – Handicap Ramps and Facilities (ADA)
<input type="checkbox"/>	<input type="checkbox"/>	4025 – Substantial Site Completion w/Finished Base Prior to Pavement
<input type="checkbox"/>	<input type="checkbox"/>	4030 – Pavement Mix and Depth / “X Section”
<input type="checkbox"/>	<input type="checkbox"/>	4035 – Pavement Installation
<input type="checkbox"/>	<input type="checkbox"/>	4040 – Traffic Control Signage & Pavement Markings
<input type="checkbox"/>	<input type="checkbox"/>	4045 – Final Roadway & Parking Inspection
PHASE IV		
Yes	N/A	SITE ELEMENTS
<input type="checkbox"/>	<input type="checkbox"/>	5000 – Lighting
<input type="checkbox"/>	<input type="checkbox"/>	5005 – Trash Collection Facility
<input type="checkbox"/>	<input type="checkbox"/>	5010 – Fence / Walls
<input type="checkbox"/>	<input type="checkbox"/>	5015 – Irrigation
<input type="checkbox"/>	<input type="checkbox"/>	5020 – Landscaping
<input type="checkbox"/>	<input type="checkbox"/>	5025 – Parking Space / Signing & Markings
<input type="checkbox"/>	<input type="checkbox"/>	5030 – Site Furnishings