Utility Permit Applications Process
• **Utility Permits**
  Installation of, or adjustments to utilities within the Department's right of way
Utility Permits are governed by Chapter 14-46, Florida Administrative Code Rule
14-46.001 Utilities Installation or Adjustment

14-46.001 Utilities Installation or Adjustment.

(1) Purpose. This rule is established to regulate the location and manner for installation and adjustment of utility facilities on any Florida Department of Transportation (FDOT) right of way, in the interest of safety and the protection, utilization, and future development of such rights of way, with due consideration given to public service afforded by adequate and economical utility installations, and to provide procedures for the issuance of permits.

(2) Permits.
   (a) FDOT will issue permits for the construction, alteration, operation, relocation, removal, and maintenance of utilities upon the right of way in conformity with the FDOT Utility Accommodation Manual (UAM), August 2010 edition, FDOT Document No.
710-020-001-g, which is hereby incorporated by reference and made part of this rule. The UAM also incorporates by reference additional documents contained in the UAM Section 6.1, Incorporated References.

Copies of the UAM are available from the FDOT Maps and Publications Office at 605 Suwannee Street, MS 12, Tallahassee, Florida 32399-0450, or the FDOT Utility Web Site: [http://www.dot.state.fl.us/rrdesign/utilities](http://www.dot.state.fl.us/rrdesign/utilities).

(b) The Utility Permit, FDOT Form 710-010-85, Rev. 08/10, is incorporated herein by reference and available from the FDOT Utility Web Site listed above.
Requirements and criteria for Utility permitting may be found in the Utility Accommodation Manual.
2010 UAM Utility Accommodation

- Proposed Excavation
- Temporary Survey Marks
- Electric Power Lines, Cables, Conduits and Lighting Cables
- Gas, Oil, Petroleum, or Gaseous Materials
- Communication, Alarm, or Signal Lines, Cables or Conduits
- Potable Water
- Reclaimed water, Irrigation and Slurry Lines
- Sewer and Drain Lines
3.1 GENERAL

When applying for a permit, the UAO shall submit an application using the FDOT Utility Permit Form. Others may prepare and process permit applications for the UAO, however the UAO shall be the permittee and shall comply with the provisions of the UAM.

The UAO shall not deviate from an approved permit without approval by the Local Maintenance Engineer. The UAO shall have a copy of the approved permit and the permit application package available at the job site when crews are present. FDOT Utility Permit Forms are available at the Local Maintenance Office, District Maintenance Office, District Utility Office, or at: http://www.dot.state.fl.us/rddesign/utilities/

To expedite construction of FDOT projects, FDOT may determine an approved FDOT Utility Work Schedule, and a relocation agreement are equivalent to a utility permit.
3.2 PERMIT APPLICATIONS FOR EMERGENCY WORK

Advance permit application approvals or notifications are not required for repairs performed in accordance with *UAM Section 4.1.1*.

*If the type of work would normally require a permit, the UAO shall submit a completed FDOT Utility Permit Form and as-built plans within **five (5)** business days after the repairs are completed; however, a TCP does not need to be submitted.*
3.3 WORK NOT REQUIRING NEW PERMITS

3.3.1 Work Types

The UAO shall not perform the work on previously permitted utilities without obtaining a new permit unless the type of work is listed below and limited to the UAO’s own facilities and the work constraints in *UAM Section 3.3.2*:

1) Placement of mid-span poles, replacement of existing poles, removal of existing poles or placement of service poles in compliance with *UAM Section 4.2.2*.

2) Placement of underground service lines in compliance with *UAM Section 4.3.8* provided trenching is perpendicular to the roadway.

3) Temporary utility work approved by the FDOT Resident/Project Engineer during FDOT construction projects.

4) Maintenance, replacement, alterations or additions of aerial components on existing pole lines.
5) Maintenance, but not the replacement, of existing underground facilities.

6) Placing additional lines or ducts within existing conduits, provided no additional conduit, pull-boxes or other utility appurtenances are installed.

7) Installation of antennae for remote communication or switching devices to operate the permitted utility provided no excavation is performed.

8) Tree trimming as described in UAM Section 4.6.2.

9) Routine maintenance of vegetation as described in UAM Section 4.6.3.

10) Potholing for physical exposure of buried utilities in accordance with UAM Section 4.9.

The UAO shall be responsible under the original permit for any added lines or other utility modifications for which a new permit was not required. The UAO shall not add third party facilities or use on FDOT R/W without a utility permit.
3.3.2 Work Constraints

To perform the work in UAM Section 3.3.1, the UAO shall comply with all of the following conditions; otherwise, a new permit is required:

All work requires notification to the appropriate maintenance engineer of the location, general scope and timeframe of the work.

Work anticipated to take two (2) hours or less to complete may commence immediately after notification.

Work anticipated to take more than (2) hours to complete shall not commence sooner than forty-eight (48) hour after notification.

2) The work does not involve cutting any roadway pavement.

3) The work does not cut or otherwise damage more than ten (10) linear feet of sidewalk.
3.3.2 Work Constraints

4) Vehicular and pedestrian traffic shall be maintained using the standards and typical applications listed in *UAM Section 1.5.1*.

5) The work does not conflict with any FDOT construction project, scheduled *community events, other scheduled permitted activities, or district lane closure restrictions*.

6) Excavation does not exceed eighty (80) cubic feet.

7) The utility is not on FDOT limited access R/W or a FDOT rail corridor.

8) The FDOT R/W will be restored to the condition prior to the work within 72 hours of completion of the work done on the UAO’s facilities.
4) Vehicular and pedestrian traffic shall be maintained using the standards and typical applications listed in *UAM Section 1.5.1.*

5) The work does not conflict with any FDOT construction project, scheduled community events, other scheduled permitted activities, or district lane closure restrictions.

6) Excavation does not exceed eighty (80) cubic feet.

7) The utility is not on FDOT limited access R/W or a FDOT rail corridor.

8) The FDOT R/W will be restored to the condition prior to the work within 72 hours of completion of the work done on the UAO’s facilities.
3.4 PERMIT APPLICATION PACKAGE

3.4.1 General Documentation

In addition to the information required on the FDOT Utility Permit Form, the UAO shall provide the following with the utility permit application:

1) A key map showing the proposed installation’s location and the approximate distance and direction from the proposed work area to the nearest town, major road intersection, bridges, or railroad crossings.

2) Plan view drawings (preferably to scale) showing all of the following:

   a) The R/W Lines, limited access lines or easement lines.

   b) The proposed utility and proposed utility appurtenances (except for utility appurtenances mounted at least fifteen (15) feet above the ground and less than eight (8) cubic feet).

   c) The horizontal distance from the proposed utility to a well defined feature of the transportation facility (such as the edge of travel lane).
d) A tie to roadway/railroad mileposts, or stationing (when available).

e) The limits of the work area (including staging, access points, or other areas to be used).

f) For trenchless installations, the proposed method of installation, materials, function, type, size of proposed installation and largest reamer when used.

g) Maximum allowable operating pressures of proposed gas mains and the locations of proposed shut-off valves.

h) Aboveground features such as existing utility poles within the work area.

i) Underground facilities such as utilities, drainage pipes, or ITS lines within the proposed work area as can reasonably be obtained by a review of existing records and a topographical survey of above ground features.

j) Significant physical features such
d) A tie to roadway/railroad mileposts, or stationing (when available).

e) The limits of the work area (including staging, access points, or other areas to be used).

f) For trenchless installations, the proposed method of installation, materials, function, type, size of proposed installation and largest reamer when used.

g) Maximum allowable operating pressures of proposed gas mains and the locations of proposed shut-off valves.

h) Aboveground features such as existing utility poles within the work area.

i) Underground facilities such as utilities, drainage pipes, or ITS lines within the proposed work area as can reasonably be obtained by a review of existing records and a topographical survey of above ground features.

j) Significant physical features such
3) When installing underground utilities by open trench or trenchless methods or will disturb existing drainage features or grades, the UAO shall provide profile view drawings showing all of the following:

a) The horizontal and vertical location of the proposed utility and proposed appurtenances larger than eight (8) cubic feet.

b) Benchmark information (assumed datum or *North American Vertical Datum of 1988*).

c) Horizontal and vertical location of existing underground facilities such as utilities, drainage pipes, or ITS lines within the proposed work area as can reasonably be obtained by a review of existing records and a topographical survey of above ground features.

d) The proposed utility’s minimum vertical clearance below the top of the pavement or existing unpaved ground.
5) A traffic control plan (TCP). When using the **FDOT Design Standards as its TCP, the UAO shall include on the permit application specific reference to the appropriate indexes used.**

6) Manufacturer’s certifications of proposed underground appurtenance manufactured offsite such as manholes, splice boxes or vaults that are greater than eighty (80) cubic feet in accordance with **UAM Section 4.3.4.1.**

7) Signed and sealed plans and specifications for proposed attachments to structures suitable for inclusion in the Florida Bridge Management Inventory System (BMIS) file including a bridge load rating analysis where attachments affects the bridge's carrying capacity.

8) Not more than six photographs documenting work area conditions prior to the utility work as requested by the Local Maintenance Engineer. The Local Maintenance Engineer shall waive the requirement for photographs when unnecessary.
9) Justification and drawings showing proper replacement of the roadway for any open trenching, pavement cuts, or water supply line conflicts

10) For aboveground crossings of an operational LA R/W between interchanges, a list of any other anticipated crossings.

11) A completed standard railroad application package when within on FDOT rail corridors.
3.4.2 Returning a Utility to Service

When returning an existing utility to service the UAO shall provide the following with the utility permit application in lieu of the requirements in. **UAM Section 3.4.1 in addition to the information required on the FDOT Utility Permit Form**

1) A key map showing the proposed installation’s location and the approximate distance and direction from the proposed location to the nearest town, major road intersection, bridges, or railroad crossings.

2) Plan view drawings (preferably to scale) showing all of the following: a) Type and size of the utility.

b) The horizontal distance from the utility to a well defined feature of the transportation facility (such as the edge of travel lane).

c) Limits of reactivation of the utility tied to roadway/railroad mileposts, or stationing (when available).
3.5 UTILITY PLANS REQUIRING SIGNING AND SEALING

The UAO shall submit plans signed and sealed by a qualified, licensed, Florida professional engineer for traffic control when required by UAM Section 4.4 and modifications to any FDOT structure.

When plans are exempt from the signing and sealing requirements per Chapter 471, F.S., the UAO shall submit these on sheets with their company's title block.
3.6 PERMIT APPLICATION APPROVAL PROCESS

FDOT shall process all permit applications in accordance with *Section 120.60, F.S. and the requirements of the UAM*. When FDOT anticipates processing could exceed thirty (30) days, FDOT shall notify the UAO. FDOT shall review the proposed work for all of the following:

1) Compliance with the *UAM*,

2) Impacts to all of the following:
   a) Public safety
   b) The *FDOT Five-Year Work Program*
   c) Safety improvement projects
   d) FDOT maintenance activities
   e) Scenic enhancement projects
   f) Landscape projects
   g) Local events and activities
   h) Easements
   i) Placement of future utilities.
   j) Over-dimensional vehicle permits
Welcome to the Florida Department of Transportation’s One Stop Permitting site. From this website you will be able to see the permits that are administered by the Florida Department of Transportation (FDOT), the Florida Administrative Code (F.A.C.) Rule Chapters that govern the permit requirements, and information concerning the permit applications and how to submit them. Contact information for permit staff can be found under the Permit Offices tab. You can find the appropriate contact information for your county of interest by using the interactive map or the Geographic Information System (GIS) search. If you are interested in obtaining information on permits that have been issued by the FDOT, you can use the GIS Permit Search or Reports tab to run various reports.

Wrong type of Permit?
Visit the Licensing and Permitting section of MyFlorida.com
For permits NOT associated with the Florida State Highway System, please contact your local County or City government office.
Update: Next Phase of the One Stop Permitting site development E-Permitting for Utility Permits (up and running by April 2013)
Utility Permit Application

“FDOT is in the process of modifying/updating the UAM/Utility Permit Form”
Explain in detail work to be completed within the right of way.

Sign and date pages 1 & 2 of Application.
Complete the Utility Permit Final Inspection Certification section in “ORIGINAL” ink; Sign, Date and submit with two (2) sets of As-built-Plans.
Utility Work Schedule Form

FDOT Form 710-010-05

Construction Projects may require the *Utility Work Schedule Form*

**Submit:**

*Approved (original) Utility Work schedule Form*

*One(1) Utility Permit Application*
### Summary of Utility Work And Execution

<table>
<thead>
<tr>
<th>Estimated Time (calendar days)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Time Prior To FDOT Project Construction</td>
<td></td>
</tr>
<tr>
<td>Total Time During FDOT Project Construction</td>
<td></td>
</tr>
</tbody>
</table>

This document has been developed as the method for a Utility Agency/Owner (UAO) to transmit to the Florida Department of Transportation (FDOT), the FDOT's Contractor, and other right-of-way users, the location, relocation, adjustment, installation, and/or protection of their facilities, on this FDOT project. The following data is based on FDOT preliminary construction plans dated _______. Any deviation by the FDOT or its contractor from the plans, as provided, may render this work schedule null and void. Upon notification by FDOT of such change, this utility may require additional days for assessment and negotiation of a new work schedule. This UAO is not responsible for events beyond the control of the UAO that could not reasonably be anticipated by the UAO and which could not be avoided by the UAO with the exercise of due diligence at the time of the occurrence. The UAO agrees to notify the Department in writing prior to starting, stopping, resuming, or completing work.

**UAO Project Representative:** [Name]
**Telephone Number:** [Phone]

**UAO Field Representative:** [Name]
**Telephone Number:** [Phone]

This document is a printout of an FDOT form maintained in an electronic format and all revisions thereto by the UAO in the form of additions, deletions or substitutions are reflected only in an Appendix entitled “Changes to Form Document” and no change is made in the text of the document itself. Hand notations on affected portions of this document may refer to changes reflected in the above-named Appendix but are for reference purposes only and do not change the terms of the document. By signing this document, the UAO hereby represents that no change has been made to the text of this document except through the terms of the appendix entitled “Changes to Form Document”.

You MUST signify by selecting or checking which of the following applies:

- [ ] No changes to forms document.
- [x] Appendix “Changes to Forms Document” is attached. ___ Number of Attachment Pages.

**Authorized Utility Agent:** [Signature]  
(Printed Name) [Title] [Date]

**Engineer of Record (EOR):** [Signature]  
(Printed Name) [Title] [Date]

**Acceptance by District Utilities:** [Signature]  
(Printed Name) [Title] [Date]

**(When requested by the District, the EOR will attest to compatibility of plans, specifications and Utility Work Schedule)**
<table>
<thead>
<tr>
<th>Financial Project ID:</th>
<th>Federal Project ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>County:</td>
<td>State Road No.:</td>
</tr>
<tr>
<td>District Document No.</td>
<td></td>
</tr>
<tr>
<td>Utility Agency/Owner (UAO):</td>
<td></td>
</tr>
</tbody>
</table>

B. Special Conditions / Constraints
Bad Photos
MOT Photos
For further information, or to submit an application contact:

**Treasure Coast Operations Contact**

Paul Brege, Permits Manager  
(772) 489-7123

Pete Southard, Permits Specialist  
(772) 489-7091

Eric Sulger, Utility Permits Coordinator  
(772) 489-7082
Palm Beach Operations Contact:
Brett Drouin, Permits Manager
(561) 370-1134

Broward Operations Contact:
Christian Rojas, Interim Permits Administrator
(954) 958-7639