

## About Early Morning Concrete Pour Exemptions

**Concrete is a time-sensitive material** that must be placed during optimal conditions, especially in Florida's climate. Early morning pours help prevent premature setting, improve curing conditions, and avoid peak traffic hours, which can delay delivery and increase the risk of defects.

To support this, **Section 15-185(n) of the Orange County Code** provides a specific exemption for concrete placement, allowing it to begin as early as **3:00 a.m.**, subject to strict **notification requirements**.

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## Contractor Checklist for Early Morning Concrete Pour Exemption

This checklist summarizes the responsibilities contractors must follow to qualify for the early morning concrete pour exemption under Section 15-185(13) of the Orange County Noise Control Ordinance.

### Checklist for Compliance:

- Ensure the project qualifies as a non-residential development with an approved Orange County development permit.
- Plan concrete placement only between 3:00 a.m. and 9:00 p.m.
- Identify all residential properties and noise-sensitive areas within a 500-foot radius of the construction site.
- Provide written notice to those properties **no less than 48 hours** in advance **and no more than 14 calendar days prior** to the scheduled pour.
- Include no more than one alternative date in the notice—unless additional dates are approved in writing by the Environmental Protection Division (EPD).
- Email the following documents to [EPDcomplaints@ocfl.net](mailto:EPDcomplaints@ocfl.net) at least 48 hours before each pour:
  - Copy of the resident notification letter
  - Copy of the distribution list used for the 500-foot notification area

- If apartments or condos are within the 500-foot zone:
  - Email the notice to the property manager and copy [EPDcomplaints@ocfl.net](mailto:EPDcomplaints@ocfl.net)
  - Still submit the full distribution list separately
- If concrete pour dates change, a new notice should be prepared and provided to residents 48 hours prior to new scheduled pour date

## Instructions for Concrete Pour Distribution List

1. Go to Orange County Property Appraiser's website ([www.ocpafl.org](http://www.ocpafl.org))
2. Below "Quick Links" (in lower-left column); select "Map Searches"
3. Under the "Parcel Search" tab, select "Search by...." (*Depending on the information available to you*).
4. Enter the information within the white pop-up box and click "Search".
5. After map appears with property information, select the "OCA Tools" tab and then "Mailing Labels".
6. Click on the red pin and click within the subject property boundary → Change "Buffer Distance" to "500" → Change Select Format to the format that will help you get your labels (MS Word seems to be the most user friendly) → Select "Create"
7. In the Word document, click on the "Mailings" tab to begin the process of producing your labels.
8. Select "Open". Once the data has been downloaded, the mailing list will appear. This is the list of residents that will need to be notified via ***hand delivery (or U.S. Postal Service, as long as the residents receive the notification at least 48 hours in advance)***.
  - Since this is a list of *mailing addresses*, it may include addresses that do not coincide with the physical addresses (e.g. Corporate owned property, out of town property owner, etc.). In those situations, the notification can be addressed to "Tenant" and delivered to the physical address.
  - Notification does ***NOT*** need to be delivered to commercial businesses.

## Sample Letter for Resident Notification

<NAME OF PROJECT / Location of Project>

<PROJECT INFORMATION FOR NEIGHBORS ADJACENT (500') TO CONSTRUCTION>

<DATE>

Dear Neighbor,

We are pleased to inform you that construction of the <NAME OF PROJECT> is progressing well and is scheduled for completion by <MONTH YEAR>. We apologize for any inconvenience this work may cause and appreciate your continued patience.

As a resident located near the active construction area, we are notifying you in advance that an early morning concrete pour is scheduled to take place **outside normal construction hours**. Early placement is critical to achieving proper concrete strength and minimizing impacts from traffic and temperature.

We are planning to pour concrete on the following **scheduled dates and potential alternate dates**:

- **Primary Date:** <INSERT MAIN POUR DATE & TIME, e.g., Monday, July 15, 2025, beginning at 3:00 a.m.>
- **Alternate Date(s):** <INSERT BACKUP DATE 1, e.g., Tuesday, July 16, 2025, beginning at 3:00 a.m.>  
<INSERT BACKUP DATE 2, if applicable>

These alternate dates have been reviewed and submitted to Orange County Environmental Protection Division per the County's early morning concrete pour requirements.

If you have any questions, please contact <CONTACT NAME AND PHONE NUMBER>.

Sincerely,

<SIGNATURE / COMPANY NAME>