



ORANGE COUNTY PUBLIC WORKS DEPARTMENT
DEVELOPMENT ENGINEERING DIVISION
PLAN REVIEW SECTION

FOR OFFICE USE ONLY:
Permit Reference #:

ENGINEERING CONSTRUCTION
PERMIT APPLICATION (E-PERMIT)

Project Name: _____ Date: _____

Project Location: _____

Parcel ID: _____
S (01-36) T (20-24) R (27-34) Sub (0000-9999) Blk (00-99) Lot (000-999)

Project Description: _____

OWNER:

ENGINEER:

Name: _____ Name: _____

Company: _____ Company: _____

Address: _____ Address: _____

City: _____ State: ___ Zip: _____ City: _____ State: ___ Zip: _____

Phone: _____ Phone: _____

E-mail: _____ E-mail: _____

REQUIREMENTS:

- Completed Subdivision Permit Application form (this form).
Boundary and topographical survey.
Construction Plans.
All required supporting documents (drainage calculations, soils report, other reports and calculations as required by Public Works Development Engineering, Utilities Development Engineering, Environmental Protection, Traffic Engineering, and the Office of the Fire Marshal.

- All plans, documents and reports shall be in PDF format.
-Plans (PDF format) must be submitted full size, but able to be half scale when printed 11x17.

-All Construction documents shall be signed, dated, and sealed by a FL Registered Professional Engineer, Landscape Architect or Professional Land Surveyor as required.

-Plans will be reviewed by Public Works Development Engineering, Utilities Development Engineering, Environmental Protection, Traffic Engineering, Storm Water Management, and the Office of the Fire Marshal.

-Right-of-way utilization and/or underground utility permit(s) required prior to construction.

-Track application online at: https://fasttrack.ocfl.net/OnlineServices/default.aspx

GENERAL:

E-Permits are generally for work in the right of way that adds or modifies public infrastructure and which will be maintained by the county, thus a driveway is normally not an E project permit but a Right-of-Way Permit. Only if there is additional work adding or modifying a public facility maintained by the public would it be an E Permit. Normally driveways are not maintained by the County.

E-Permits are reviewed by Plan Review and Right-of-Way Permits are reviewed by the Permitting Section. As before off-site improvements need to be reviewed by The Chief Engineer of Permitting regardless of what kind of permit it is called.

Commercial driveways on existing developed lots, which do not have a commercial plan accompanying the permit should be reviewed solely by the Right-of-Way permit section as a Right-of-Way Permit. All other driveway permits should be reviewed with the commercial site plans by Plan Review.

Requests for driveway permits on undeveloped lots may be reviewed and conditioned as temporary driveways for access only subject to change upon approval of the development plan or commercial site plan.