



**PRE-CONSTRUCTION REQUIREMENTS**

Development Services – Planning Division  
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Received Date – Office Use Only

**(ITEMS APPLICABLE TO THIS PROJECT MARKED WITH "X")**

DATE: \_\_\_\_\_

PROJECT: \_\_\_\_\_

**SANITARY SEWERAGE (OWNER: \_\_\_\_\_)**

- \_\_\_\_\_ 1. Certification from manufacturer that structures, coatings, rings, and covers for the project meet Orange County Standards. Letter to be submitted prior to installation.
- \_\_\_\_\_ 2. Backfill of utility lines and appurtenances, within the right-of-way, shall be accomplished to a minimum density of ninety five (95) percent of AASHTO T-180 (ASTM D-1557). In unpaved areas outside of the right-of-way, the backfill shall be compacted to a minimum density of ninety five (95) percent of the maximum density as determined by AASHTO T-180 (ASTM D-1557) to a point three (3) feet above the crown of the pipe. The remaining backfill shall be compacted to a minimum density of ninety (90) percent of AASHTO T-180. Backfill shall be spread and tamped with hand tools utilizing lifts not to exceed six (6) inches in depth to a point one (1) foot above the top of the barrel of the pipe. After initial hand backfill requirements have been accomplished, fill shall be placed in layers of not more than twelve (12) inches loose thickness for the full width of the cross section to a point three (3) feet above the crown of the pipe, and each layer shall be thoroughly rolled or tamped before the succeeding layer is placed. No heavy rollers shall be permitted within three (3) feet of the crown of any pipe. Spot tests are required on laterals and areas around manholes.
- \_\_\_\_\_ 3. Services terminate three (3) feet below finish grade and five (5) feet short of property line. Service location etched in curb.
- \_\_\_\_\_ 4. After soil cement is processed and primed, the Inspector will lamp lines and inspect manholes.
- \_\_\_\_\_ 5. Force Main: Two (2) inch yellow stripe. Pressure test two (2) hours at 75 psi.
- \_\_\_\_\_ 6. Lift Station: Apply for electrical power early. D.I. pipe to connect gravity to lift station. Operational check observed by Inspector, pump representative and engineer.
- \_\_\_\_\_ 7. Lift station fenced and sodded in accordance with Orange County Standards. Stabilized or paved access.
- \_\_\_\_\_ 8. All sanitary manhole structures shall be pre-cast structures, with a minimum of two (2) courses and a maximum of four (4) courses of brick.

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**POTABLE WATER (OWNER: \_\_\_\_\_)**

- \_\_\_\_\_ 1. Compaction requirement of ninety five (95) percent of maximum density (AASHTO T-180). (See Sanitary Sewerage, Number 2, above.)
- \_\_\_\_\_ 2. City of Ocoee Utilities Department requires twenty four (24) hours notice in advance of making any taps or doing any work on the existing system and ensure they have a representative present when the work is performed.
- \_\_\_\_\_ 3. Full diameter flushing, chlorination of the line, and taking of samples require coordination with the City of Ocoee Water Department. A minimum of twenty four (24) hours notice is required prior to performing these activities.
- \_\_\_\_\_ 4. Water samples shall be taken by the Contractor and the Inspector at the locations specified on the D.E.R. Permit, and prior to acceptance of the system copies of the satisfactory bacteriology reports are required.
- \_\_\_\_\_ 5. Fire hydrants will be located five (5) feet in back of the Curb. Fire hydrants shall conform to City of Ocoee requirements. Contractor will advise (24 hour notice) the Fire and the Water Departments when ready for flow test. Contractor will paint the fire hydrants according to the Fire Department color code.
- \_\_\_\_\_ 6. Services: Terminate seven (7) feet short of property line. Tied above grade to a 2' x 4' marker post. Location etched in the curb.
- \_\_\_\_\_ 7. Concrete pads required around valve boxes.
- \_\_\_\_\_ 8. Construction water will be metered by a hydrant meter which can be obtained by paying a \$600.00 deposit at City Hall.

**STORM DRAINAGE (Open \_\_\_\_\_ Closed \_\_\_\_\_)**

- \_\_\_\_\_ 1. Pipe: In accordance with Orange County Road Construction Specifications. Elliptical pipe joints shall be wrapped with Tyvar, Marafi, or equal. Lifting holes prohibited in R.C.P.
- \_\_\_\_\_ 2. Curb inlets will be in accordance with the D.O.T. details except the tops will have a minimum of ten (10) inches in thickens with two (2) mats of number four (4) rebar on nine (9) inch centers.
- \_\_\_\_\_ 3. All storm drainage structures shall be pre-cast, with a minimum of two (2) courses and a maximum of four (4) courses of brick.
- \_\_\_\_\_ 4. Ditch bottom and control structure inlet grates secured with chain and eyebolt. The retention pond control structure shall have a reticuline grate.

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- \_\_\_\_\_ 5. All pipe ends shall have either concrete headwalls with splash pads or mitered end sections (D.O.T.).
- \_\_\_\_\_ 6. Check dams shall have a keyed clay core and be fully sodded.
- \_\_\_\_\_ 7. Five feet of sod required around all ditch bottom inlets, manholes, headwalls, etc.
- \_\_\_\_\_ 8. Prior to acceptance, a dense stand of grass shall be established on all drainage easements either by sod or seed and mulch.
- \_\_\_\_\_ 9. Retention/Detention Ponds:
  - \_\_\_\_\_ a. Fill section of berm shall be an impervious (clay) core as designed by a soils engineer to reflect a safety factor of two (2). A geotechnical engineer shall certify the construction.
  - \_\_\_\_\_ b. Fencing in accordance with Orange County Standards.
  - \_\_\_\_\_ c. Pond side slopes and berm shall be sodded.
- \_\_\_\_\_ 10. Underdrains:
  - \_\_\_\_\_ a. Minimum diameter of six (6) inches and trench lines with Marafi, Typar, etc. and sock for A.D.S. (See Orange County Road Construction Specifications.)
  - \_\_\_\_\_ b. During the course of construction, the water table will be closely monitored by the City Engineer for possible underdrain requirements. The requirements for underdrains shall be resolved to the satisfaction of the City Engineer, including soils laboratory reports, etc., and underdrains installed, if applicable, prior to installation of street base course.

**RESIDENTIAL INTERIOR STREETS**

- \_\_\_\_\_ 1. Soil Cement Base (Thickness: \_\_\_\_\_):
  - \_\_\_\_\_ a. Subgrade requirements in accordance with Orange County Road Construction Specifications.
  - \_\_\_\_\_ b. Mix design submitted to and approved by the City Engineer prior to processing.
  - \_\_\_\_\_ c. Twenty four (24) hour notice to City Engineer prior to processing.
  - \_\_\_\_\_ d. Seven (7) day base inspection, laboratory reports required.
- \_\_\_\_\_ 2. Limerock Base (Thickness: \_\_\_\_\_):
  - \_\_\_\_\_ a. Subgrade requirements in accordance with Orange County Road Construction Specifications.

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3. Base General:

- \_\_\_\_\_ a. Prior to application of the prime coat, the base shall be checked either by a template or string line and straight edge to be furnished by the Contractor. All high areas of the base shall be cut to plan profile. All areas low by one half (1/2) inch or greater will be noted on the plans and a leveling course may be required prior to paving.
- \_\_\_\_\_ b. Prior to commencing paving, an inspection of the base will be performed with the Contractor, soils laboratory, and Inspector present. All deficiencies will be corrected and approved by the lab and Inspector prior to paving. Any paving operations which have begun without approval shall be immediately suspended until the issue is resolved to the satisfaction of the City Engineer.

4. Paving (Thickness: \_\_\_\_\_):

- \_\_\_\_\_ a. Mix design approved by the City Engineer.
- \_\_\_\_\_ b. Twenty four (24) hour minimum notice to the City Engineer prior to installation.
- \_\_\_\_\_ c. At least one extraction, gradation, and Marshall field stability are to be run on the asphalt during each day of paving. One depth and density test is required on the asphalt for each two hundred fifty (250) linear feet of roadway. Minimum density requirement is ninety three (93) percent of design density and average thickness being within one fourth (1/4) inch of the required average thickness. After the asphalt surface course has been applied, and prior to acceptance by the City of Ocoee, the finished roadway shall be inspected using a rolling straight edge. Any deficiencies shall be corrected by methods proposed by the Contractor and approved by the City Engineer.

5. Curb:

- \_\_\_\_\_ a. All concrete curb requires a six (6) inch stabilized subgrade (50 psi, F.B.V.) compacted to ninety five (95) percent maximum density (AASHTO T-180).
- \_\_\_\_\_ b. Median curb required around all islands.

**INTERSECTION IMPROVEMENTS, OTHER STREETS, ETC.**

- \_\_\_\_\_ 1. Same rules as interior streets except base and pavement thickness.
- \_\_\_\_\_ 2. The base shall extend twelve (12) inches beyond asphalt when installed with no curb. Just prior to installing the base, the Contractor shall have his surveyor verify the blue top elevations and make any necessary corrections.
- \_\_\_\_\_ 3. When connecting to existing pavement, the existing asphalt surface shall be saw cut back six (6) inches and all irregularities removed.

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- \_\_\_\_\_ 4. Striping will be in accordance with D.O.T. requirements. The project engineer shall submit a striping detail for approval by the City Engineer. Actual striping will be coordinated with the Inspector.

**MISCELLANEOUS**

- \_\_\_\_\_ 1. Dewatering: Utilities shall be laid "in the dry", unless otherwise approved. Trench excavations may be dewatered by using one or more of the following methods: well point system; sumps with pumps; or other method(s) as approved by the Public Works Division. Dewatering systems shall be utilized in accordance with good standard practice and must be efficient enough to lower the water level in advance of the excavation and maintain it continuously to keep the trench bottom and sides firm and dry. If the material encountered at trench grade is suitable for the passage of water without destroying the sides or utility foundation of the trench, sumps may be provided at intervals at the side of the main trench excavation, with pumps used to lower the water level by taking their suction from said sumps. Discharge from dewatering shall be disposed of in such a manner that it will not interfere with the normal drainage of the area in which the work is being performed, create a public nuisance, or form ponding. The operation shall not cause injury to any portion of the work completed, or in progress, or to the surface of streets, or to private property. The proposed dewatering method(s) and schedule shall be coordinated with, and approved by, the Public Works Division and other necessary regulatory agencies prior to construction.
- \_\_\_\_\_ 2. Obstructions: It shall be the Contractor's responsibility to acquaint himself with all existing conditions and to locate all structures and utilities along the proposed utility alignment in order to avoid conflicts. Where actual conflicts are unavoidable, work shall be coordinated with the facility owner and performed so as to cause as little interference as possible with the service rendered by that facility. Facilities or structures damaged in the prosecution of the work shall be repaired and/or replaced immediately, in conformance with current stand practices of the industry, or according to the direction of the owner of such facility, at the Contractor's expense.
- \_\_\_\_\_ 3. The soils laboratory reports are required for each phase of pavement construction prior to beginning the next phase.
- \_\_\_\_\_ 4. All work within the right-of-way is to be in strict conformance with the Manual on Traffic Controls and Safe Practices for Street and Highway Construction, Maintenance and Utility Operations as published by the Florida Department of Transportation. Restoration of the right-of-way is to immediately follow the construction.
- \_\_\_\_\_ 5. The Developer is responsible for the installation of traffic control and street signs. The signs shall be in accordance with D.O.T. Standards. The Contractor shall coordinate with the Street Department prior to installation of the signs.
- \_\_\_\_\_ 6. All private and public property affected by this work shall be restored to a condition equal to or better than existed.

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- \_\_\_\_\_ 7. Contractor shall provide all necessary traffic control.
- \_\_\_\_\_ 8. Upon completion of construction, the Contractor shall set up final inspection with the Inspector and the City Engineer. The Inspector will determine that the project is sufficiently complete and coordinate the inspection with the City Engineer. All laboratory reports shall be submitted to the City of Ocoee with copies to the City Engineer prior to final inspection. These reports must be signed and sealed by a registered engineer.
- \_\_\_\_\_ 9. Installation of external sidewalks and screening as required by the City of Ocoee Subdivision Regulations.
- \_\_\_\_\_ 10. An identification number from the gas company shall be obtained by the Contractor and reported to the City Engineer prior to working on existing right-of-way. This is in compliance with Florida Statutes.
- \_\_\_\_\_ 11. In accordance with the City of Ocoee Subdivision Regulations, no Certificate of Occupancy will be issued until the project is issued a Certificate of Completion by the City Engineer.
- \_\_\_\_\_ 12. All materials shall be in accordance with the Orange County Specifications.
- \_\_\_\_\_ 13. Ordinance No. 848 requires that each and every construction project of any type within the corporate limits of the City of Ocoee (including clearing) be submitted to and approved by the City of Ocoee Building Department.
- \_\_\_\_\_ 14. All D.E.R. and Water Management District Permits shall be submitted to the City Engineer prior to construction.
- \_\_\_\_\_ 15. In order to recommend issuance of the "Certificate of Completions" the developer is to submit the following items to the City Engineer:
  - a. Survey's letter certifying P.R.M.'s and P.C.P.'s installed in accordance with Florida Statutes and City of Ocoee Subdivision Regulations. (Must be sealed.)
  - b. Engineer's letter certifying substantial completion. (Must be sealed.)
  - c. One (1) complete set of drawings certified and sealed "As-Built" by the project engineer, One (1) PDF copy, and One (1) copy of the "As-Builts" in DWG format in State Plan Coordinates.
  - d. Two (2) year maintenance guarantee in the amount of ten (10) percent of all improvements to be owned by the City of Ocoee. A bond shall be on the form provided in Appendix 7.2 of the Subdivision Regulations. Other forms of guarantee require approval of the City Engineer or City Attorney, as applicable.
  - e. Certified cost and "Bill of Sale" for utilities to be owned by the City of Ocoee.

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- \_\_\_\_\_ 16. Developer or contractor shall contact the following person(s) at the City of Ocoee before starting work on the subject property: Utilities Superintendent; Water/Wastewater Plant Supervisor; and Parks, Parkways, Trees and Drainage Foreman. Any request for line locations or inspections should be directed to Sunshine State One Call 1-800-432-4770. This number is a recording and answering machine. Give a twenty four (24) hour work day notice.
- \_\_\_\_\_ 17. Developer will attach to this checklist a list of project contact persons and phone numbers, including persons to contact in case of an emergency.

I understand that the above marked items must be adhered to and that \_\_\_\_\_ will be subject to a final walkthrough by staff prior to issuance of a Certificate of Completion.

\_\_\_\_\_  
OWNER/DEVELOPER - Signature

\_\_\_\_\_  
OWNER/DEVELOPER - Print

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE, ZIP

\_\_\_\_\_  
TELEPHONE NUMBER