



Pre-Construction Meeting Request
 Martin County Public Works Department
 2401 SE Monterey Road, Stuart Florida 34996
 Telephone: (772) 288-5927 ~ pwdpermits@martin.fl.us

This form must be submitted by the Engineer of Record to the Martin County Public Works Department, via regular mail or via e-mail (pwdpermits@martin.fl.us) at least **five (5) business days PRIOR** to the scheduling of a Pre-Construction Meeting. It is the responsibility of the Engineer of Record to notify the Martin County Public Works Department of any and all changes to the information provided.

Trees are to be protected during the development as indicated on the approved landscape and construction plans shall be flagged for identification at the Pre-Construction Meeting. The Pre-Construction Meeting will be held on-site unless otherwise noted.

Project Name: _____

Project #: _____

Emergency Contact & Phone #: _____

Contact Information

Please provide the contact information of the on-site representative

Engineer of Record: _____

Company Name: _____

License #: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____

Site Contractor: _____

Company Name: _____

Contractor's License #: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____

Underground Contractor: _____

Company Name: _____

Contractor's License #: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____

General Contractor: _____

Company Name: _____

Contractor's License #: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____

Environmental Consultant: _____

Company Name: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____

Surveyor and Mapper: _____

Company Name: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____



Pre-Construction Meeting Request
 Martin County Public Works Department
 2401 SE Monterey Road, Stuart Florida 34996
 Telephone: (772) 288-5927 ~ Facsimile: (772) 288-5955

Landscape Architect: _____

Company Name: _____
 Office Number: _____ Cell Number: _____
 E-mail Address: _____

Property Owner: _____

Company Name: _____
 Office Number: _____ Cell Number: _____
 E-mail Address: _____

Permit Information

	<u>Required?</u> (Yes or No)	<u>Permit Number</u> (or date if not applicable)
Martin County Public Works		
Right-of-way use	_____	_____
Florida Department of Transportation		
Driveway connection	_____	_____
Drainage connection	_____	_____
General use	_____	_____
South Florida Water Management District		
Environmental Resource	_____	_____
Dewatering	_____	_____
Consumptive use	_____	_____
No notice	_____	_____
Florida Department of Environmental Protection		
Water distribution	_____	_____
Wastewater collection	_____	_____
Construction General (NPDES)	_____	_____
Martin County Health		
Potable well	_____	_____
Irrigation well	_____	_____
On-site wastewater disposal system	_____	_____
Fish and Wildlife Commission		
Gopher tortoise relocation	_____	_____
Other	_____	_____
South Martin Regional Utility		
Utility Permit	_____	_____
Other		

