Developer/Engineer completes and submits online application.

FGUA responds with the Letter of Service Availability, utility locates and information for scheduling a Pre-Development Meeting

20 business day review period for LOA Response

Pre-Development Meeting is held with Engineer, Developer, Property Owner and FGUA Staff

3 business day min. notice to schedule this meeting

Engineer of Record provides 4 sets of construction plans for review, EOPCC and applicable plan review fees to the FGUA

FGUA responds to the Engineer of Record with:
1. Utility Conveyance and Service Agreement (CSA)
2. Fee Statement
3. Results of the Construction Plan review

Engineer of Record will submit to the FGUA:
1. The executed CSA
2. Payment of the required Fees in full
3. The FDEP/DOH/ FDOT applications for construction permits to the FGUA for signatures

30 day review period for each plan submittal

NO

Construction Plans approved by FGUA

The CSA is approved by the FGUA

YES

The Engineer of Record is notified of the plan approval and are required to schedule a pre-construction meeting with the FGUA Project Manager, Project Coordinator & Inspector

FDEP/DOH construction permit applications are signed & returned to the Engineer of Record

PRE-CONSTRUCTION MEETING

FDEP/DOH construction permits issued.

Contractor to coordinate all inspections with the FGUA Inspector

Upon completion of the utility construction, Engineer of Record provides PDF of As-Built/Record Drawings and Easement descriptions (if applicable) to FGUA

15 day review period

FGUA responds with comments (if any) to the As-Built Record Drawings and Easement descriptions, provides closeout document forms to the engineer for completion and necessary signatures

Complete closeout package is submitted to the FGUA by the Engineer of Record

Corrections Made

Contractor completes the final walk through with the FGUA inspector

FGUA Staff and Legal Counsel review Close-out Package for Correctness/Completeness

15 day review period for each submission

FDEP/DOH Application for placing the permitted construction in service are signed by the FGUA and returned to the Engineer of Record

YES

Documents Approved by FGUA Staff & Legal

NO

Developer/Engineer of Record submits the FDEP/DOH Clearances with the final walkthrough clearance in ONE submittal the to FGUA

Engineer & FGUA receives the FDEP/ DOH clearance to put the system into operation

FGUA issues the meter release / connection approval letter

Owner contacts the local FGUA customer service office to establish an account

FGUA Board of Directors approves the closeout documents

FGUA records the closeout documents and issues the Final Project Closeout letter to the Owner/Developer

Updated March 6 2024