

**SITE IMPROVEMENTS PERMIT APPLICATION  
(\$200,000 & UNDER)**

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

TENANT: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL \_\_\_\_\_

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL \_\_\_\_\_

REPRESENTATIVE: \_\_\_\_\_ ADDRESS \_\_\_\_\_

Description of site improvements to be installed or modified (Attach 2 sets of drawings signed and sealed by a Florida Professional Engineer and/or Architect.)

Reason Improvements are Necessary

Estimated Start Date: \_\_\_\_\_ Estimated. Completion Date: \_\_\_\_\_ Estimated Cost \_\_\_\_\_

Estimated Number of Jobs Created: \_\_\_\_\_

Work to be performed by: (Name of Contractor or Firm) \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_ EMAIL \_\_\_\_\_

Are TPA easements needed? (Explain) \_\_\_\_\_

**WORK COORDINATED WITH THE FOLLOWING (May be by letter)**

Adjacent facility owners or lessees:

1) \_\_\_\_\_ 2) \_\_\_\_\_

U.S. COAST GUARD \_\_\_\_\_ FIRE MARSHALL \_\_\_\_\_

REMARKS: \_\_\_\_\_

Applicant hereby certifies above information to be correct to the best of his knowledge and that all other required permits have been obtained.

DATE: \_\_\_\_\_ APPLICANT'S REPRESENTATIVE (signature): \_\_\_\_\_

**FOLLOWING TO BE COMPLETED BY TPA STAFF**

APPROVED BY:

\_\_\_\_\_  
VP Operations, Sal Kass Date \_\_\_\_\_ Environmental Director, Chris Cooley Date \_\_\_\_\_

\_\_\_\_\_  
VP Real Estate, Lane Ramsfield Date \_\_\_\_\_ VP Engineering, Bruce Laurion Date \_\_\_\_\_

\_\_\_\_\_  
Facilities Director, Norberto Sanchez Date \_\_\_\_\_ VP Security, Mark Dubina Date \_\_\_\_\_

\_\_\_\_\_  
VP Finance, Steve Fry Date \_\_\_\_\_ Principal Counsel, Charles Klug Date \_\_\_\_\_

**PLEASE SEE REVERSE SIDE FOR SPECIAL CONDITIONS.**



## PORT TAMPA BAY.

### SITE IMPROVEMENTS PERMIT NUMBER

#### SPECIAL CONDITIONS

THIS PERMIT IS APPROVED SUBJECT TO THE FOLLOWING SPECIAL CONDITIONS:

1. TPA may stop work if deemed necessary.
2. Prior to start of work, provide TPA copies of all other regulatory permits.
3. Prior to start of work, provide a copy of Contractor's Certificate of Insurance showing coverage meeting Permit Policy Attachment A (copy attached).
4. The area to be improved will be kept cleaned and the applicant is to be responsible for making repair of any damages caused by them to other facilities.
5. Comply with all laws, codes, ordinances, etc.
6. This permit does not change or modify any leasehold conditions.

#### REQUIREMENTS FOR PERMIT CLOSE-OUT

PERMITTEE MUST NOTIFY PORT ENGINEER WITHIN SEVEN (7) DAYS OF COMPLETING WORK TO SCHEDULE FINAL INSPECTION.

AS A PRE-CONDITION TO CLOSE OUT OF THE PERMIT, APPLICANT MUST PROVIDE THE PORT WITH:

1. One set of as-built drawings of the completed site improvements and confirmation of all permit close-outs with regulatory agencies.
2. A signed Affidavit attesting that all sub-contractors, laborers, and material-persons on the project have been paid.

---

#### APPROVAL OF PERMIT

Date of Permit Issuance: \_\_\_\_\_

Date of Permit Expiration: \_\_\_\_\_

APPROVED BY:

\_\_\_\_\_  
Bruce A. Laurion, Chief Engineer

NOTE: Any request for extension of this Permit beyond date referenced above shall be made in writing to:

TPA Engineering Department  
Attention: Bruce A. Laurion, Chief Engineer  
1101 Channelside Drive  
Tampa, FL 33602

**PLEASE REFER TO SITE IMPROVEMENT PERMITS POLICY FOR ADDITIONAL REQUIREMENTS.**