



# Palm Beach County Health Department

## Certification of Construction Completion and Request for a Letter of Clearance to Place an Onsite Water Distribution System into Service for Systems Regulated Under Palm Beach County Environmental Control Rule II

INSTRUCTIONS: See Page 3.

### I. PROJECT NAME AND CONSTRUCTION PERMIT NUMBER, PERMITTEE, ETC.

Project Name: \_\_\_\_\_  
Project Construction Permit No.: \_\_\_\_\_ Date Permit Issued: \_\_\_\_\_  
Portion of Project for Which Construction Is Substantially Complete and for Which a Letter of Clearance Is Requested:

\_\_\_\_\_  
\_\_\_\_\_

Permittee

Utility/Company Name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Owner/Operator of Project After It Is Placed into Service

Utility/Company Name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Professional Engineer in Responsible Charge of Inspecting Construction of Project

Name of Engineer: \_\_\_\_\_  
Firm Name: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
e-mail address \_\_\_\_\_

### II. STATEMENT BY PERMITTEE

I, the undersigned owner or authorized representative\* of \_\_\_\_\_, certify that the contractor has furnished us with record drawings for the substantially completed portion of this project and that these record drawings are available for review at the following location: \_\_\_\_\_

Also, I certify that, if we will not be the owner/operator of this project after it is placed into service, we have provided a copy of the above mentioned record drawings to the person or system that will be the owner/operator of this project after it is placed into service.

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Name and Title (please type or print)

### III. STATEMENT BY OWNER/OPERATOR OF PROJECT AFTER IT IS PLACED INTO SERVICE

I, the undersigned owner or authorized representative\* of \_\_\_\_\_, certify that we will be the owner/operator of this project after it is placed into service. Also, I certify that we have received a copy of the record drawings for the substantially completed portion of this project and that these record drawings are available for review at the following location: \_\_\_\_\_

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Name and Title (please type or print)

\* Attach a letter of authorization.

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Project Name: \_\_\_\_\_

**IV. CERTIFICATION OF CONSTRUCTION COMPLETION BY PROFESSIONAL ENGINEER IN RESPONSIBLE CHARGE OF INSPECTING CONSTRUCTION OF PROJECT**

I, the undersigned professional engineer registered in Florida, certify that I am in responsible charge of inspecting construction of this project for the purpose of determining in general if work is proceeding in compliance with the construction permit and approved plans and specifications. Also, I certify the following:

- that the substantially completed portion of this project has been constructed in accordance with the construction permit and approved engineering plans and specifications or that, to the best of my knowledge and belief, any deviations from the construction permit and approved engineering plans and specifications will not prevent this project from functioning in compliance with Chapters 62-550, 62-555, and 62-560, F.A.C.;
- that the record drawings for the substantially completed portion of this project are adequate and indicate all deviations from the construction permit and approved engineering plans and specifications; and
- that, to the best of my knowledge and belief, all new or altered water mains included in the substantially completed portion of this project have been disinfected and bacteriologically tested in accordance with Rules 62-555.340 F.A.C., and applicable AWWA disinfection standards (AWWA Standards C651, C652, C653, and/or C654), which are incorporated by reference in Rule 62-555.330(4), F.A.C.

This certification is based upon on-site observation of construction conducted by me or by a project representative under my direct supervision and upon a review of shop drawings, test results/records, and record drawings performed by me or by a project representative under my direct supervision.

This certification does not necessarily constitute a certification of final completion of construction. Additional construction may be needed to satisfy all conditions of the construction contract documents.

The following is a description and explanation of all deviations from the construction permit and approved engineering plans and specifications for the substantially completed portion of this project. (Attach additional sheets if necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature, Date, and Seal

\_\_\_\_\_  
Name and License Number (please type or print)

**V. CERTIFICATION BY PUBLIC WATER SYSTEM (PWS) SUPPLYING WATER FOR THIS PROJECT**

I, the undersigned owner or authorized representative\* of \_\_\_\_\_ certify that said PWS will supply the water necessary to meet the water demands for the completed portion of this project and that the connection(s) between the completed portion and said PWS is considered acceptable as constructed.

Name of Water Treatment Plant to Which this Project Will Be Connected: \_\_\_\_\_

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Name and Title (please type or print)

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INSTRUCTIONS: This form shall be completed and submitted for onsite water distribution systems permitted and constructed under Palm Beach County Environmental Control Rule II.

AFTER SUBSTANTIALLY COMPLETING THE CONSTRUCTION OF A PROJECT OR A PORTION OF A PROJECT AND BEFORE PLACING ANY NEWLY CONSTRUCTED OR ALTERED PUBLIC DRINKING WATER FACILITY INTO SERVICE FOR ANY PURPOSE OTHER THAN DISINFECTION, TESTING FOR LEAKS, AND/OR TESTING EQUIPMENT OPERATION, complete this form and submit it to the Palm Beach County Health Department, Plan Review and Permits Section, 800 Clematis Street, West Palm Beach, 33402 along with applicable supporting documents.

Applicable supporting documents include the following:

- (1) One copy of the record drawings with completed portion highlighted and sample points and any deviations from the permit drawings noted.
- (2) One copy of satisfactory bacteriological test results that indicate the date and time each bacteriological sample was collected and that demonstrate compliance with Rules 62-555.340 Florida Administrative Code (F.A.C.) and applicable American Water Works Association (AWWA) disinfection standards (AWWA Standards C651, C652, C653, and C654), which are incorporated by reference in Rule 62-555.330(4), F.A.C. \*.
- (3) One copy of the pressure test for the completed portion of the project.
- (4) A fee in the amount of \$50.00 payable to Palm Beach County Health Department.

NOTE THAT A SEPARATE CERTIFICATION OF CONSTRUCTION COMPLETION AND REQUEST FOR A LETTER OF CLEARANCE IS REQUIRED FOR EACH PERMITTED PROJECT. **DO NOT PLACE ANY NEWLY CONSTRUCTED OR ALTERED DRINKING WATER FACILITY INTO SERVICE UNTIL THE PALM BEACH COUNTY HEALTH DEPARTMENT ISSUES A LETTER OF CLEARANCE FOR THE FACILITY.**

\* *For new public drinking water facilities, bacteriological sampling shall be conducted by first reducing the total chlorine residual in the water within the facilities to no more than 4 mg/L and then collecting daily bacteriological samples (taken at least 24 hours apart) for two or more consecutive work-days until satisfactory test results are obtained. Bacteriological test results for new and altered public drinking water facilities shall be considered satisfactory if two consecutive daily samples from each sample location show the absence of total coliform organisms. Bacteriological test results for all new and altered public drinking water facilities will be considered invalid if the results are for samples collected more than 60 days before the results are received by the Palm Beach County Health Department and/or the pressure in the mains is not maintained at 20 psi or greater after the samples are collected. Samples shall be taken by an employee of a certified laboratory or a licensed water treatment plant operator.*