



MINIMUM PERMIT REQUIREMENTS FOR PARKING LOT REPAIRS, RESURFACING, AND REPLACEMENT

Routine maintenance of parking lots, such as pothole repair, does not require a permit. More substantial pavement and curbing work such as large areas of repair, resurfacing, or replacement are permitted and inspected by the Department of Environmental and Engineering Services (DEES). Mix designs and other product submittals are generally not required. Parking lot asphalt sealing is permitted through the Building Department. The Building Department inspects all parking space related restriping while DEES inspects traffic control related restriping.

To receive approval for the above mentioned construction the following must be submitted:

- Engineering Permit Application
- Drawings showing proposed work (3 copies)
 - Show location(s) of proposed work
 - Show type of proposed work for each location (full depth pavement repair, milling and overlaying, direct overlay, curb replacement, etc.)
 - Provide total quantities for each type of proposed work (area of milling and overlaying, length of curb replacement, etc.)
- Construction cost estimate for work
 - Typically a signed contract can be used as the construction cost estimate
 - Additionally, please provide a cost break down for each type of work proposed
- Fees (paid at the time of permit issuance)

PERMIT FEES: None

INSPECTION FEES: Inspection fees are 5.5% of the construction cost

PERFORMANCE BOND: No bond is required for pavement and curbing work located on private property. The refundable bond amount is 125% of the construction cost for any work located within the public right-of-way.

PRIMARY CITY CODE REFERENCE: City Code Appendix A Section 40.8

THE PERMIT APPLICATION WILL NOT BE ACCEPTED WITHOUT THE ABOVE MINIMUM DOCUMENTATION. OTHER DOCUMENTS MAY BE REQUIRED, DEPENDING UPON THE SPECIFIC PROJECT CONDITIONS.

Revised 01/11/2023

Section 40.8. - Parking and paved areas.

It shall be the responsibility of all persons to maintain all parking and paved areas including curbs and wheel stops in a neat and clean condition. In addition, all parking and paved areas shall be maintained in a good state of repair, which shall include proper drainage and the routine cleaning/clearing of french drains to prevent the accumulation of pools of water and the correction and removal of all ruts, potholes, and broken pavement. In parking areas, the parking spaces shall be maintained in a manner which clearly delineates said spaces and shall include maintenance of parking space striping, directional markings, stop bars, or other indicators. Wheel stops, curbing and any other paved surfaces shall be free of breaks, cracks and other deficiencies. Additionally, all parking areas shall be maintained in the original constructed condition as required by Article XXXIII of Appendix—A Zoning of the City of Margate Code of Ordinances. This section shall apply to all paved area, including but not limited to parking areas and ingress or egress driveways. Additionally, a building permit shall be required for all resurfacing, resealing, restriping, replacement of parking areas.

(Ord. No. 1500.470, § 2, 5-17-2000)