

Only a contact linked to a licensed & registered CFC (Plumbing Contractor) with the City of Cape Coral can submit for a Backflow prevention (domestic line) permit via their CSS portal and a screenshot of the permit on CSS is below.

The screenshot shows the 'Application Assistant' interface in the CSS portal. At the top is a navigation bar with links: Home, Apply, Today's Inspections, Map, Report, Pay Invoices, Search, Calendar (with a notification icon), and 311. Below the navigation bar, the 'Application Assistant' section has a search bar containing 'Backflow Prevention'. Underneath the search bar are five filter buttons: 'All', 'Trending', 'BTR and LICENSES', 'PERMITS', and 'PLANS'. A link '> Show Categories' is also present. The main content area displays the 'Backflow Prevention' category with a table-like structure. The first row shows 'Category Name: Utility' and 'Description: Use this application when applying for a permit to install/replace backflow prevention device(s) on a potable water meter.' There is an 'Apply' button in the top right corner of this section.

- Only one permit is required/parcel. For example, if you are replacing 3 backflows in 2 separate condo buildings, but they are all on the same parcel, only one permit is needed.
- Please enter your scope of work (# of backflow's being replaced, Unit #'s, etc) in the Description section when applying for the permit.
- The total permit fee is \$66.00 (\$32.00 deposit & processing fee due at time of submittal and \$34.00 due for permit issuance).
- The only document you are required to upload *upon submittal* is the City's Reduced Pressure Backflow Assembly form that pertains to your scope of work.
 - W-240 for 3/4" to 2" Reduced Pressure Backflow Assembly form
 - W-241 for 3" and up Potable Water Meter and Backflow Assembly form
- When staff has approved the permit, the Permit Status will change from "In Review" to "Fees Due" and the permit fees can be paid for online.
 - Fees are checked the afternoon following the invoice date. If paid, the Permit Status will change from "Fees Due" to "Fees Paid" and you can then request the Pre-Construction meeting noted in the permit workflow.
- After the Pre-Construction meeting has occurred, the Utility Inspector will issue the permit and work can begin.
- The Backflow Certification form will need to be submitted directly to HydroCorp. Please contact HydroCorp directly at (844) 493-7660 or CONTACTUS@HYDROCORPINC.COM for all HydroCorp customer service needs, including the Backflow certification submittal process and requirements.