

**INFORMATION NEEDED FOR RESIDENTIAL  
STAND-ALONE WETLAND ALTERATION PERMITS**

For lots located within:

- Unincorporated Volusia County
- The following cities: Daytona Beach Shores, Holly Hill, Oak Hill, Pierson
- Note: Stand-alone wetland permits will not be issued within the Class II overlay zone

Information on Stand-Alone application:

- Section (02) – Fill out completely, including street name and number (if unknown, get that information from Mapping Division first)
- Section (03) – Check Stand-Alone Wetland Alteration
- Section (05) – Fill out, if applicable
- Signature(s)
  - Owner must sign application, unless submitted by a licensed building contractor
  - If owner's name is not shown in Property Appraiser system and/or if property has transferred within the last six (6) months, applicant must provide a copy of the recorded warranty deed
  - Agent/contractor is not required to be licensed
  - Signature(s) must be notarized
- Section (3W) [on back of application] – Fill in proposed amount of wetland and/or buffer impact

Information with application:

- See back of application for complete list of required submissions
- Boundary survey
  - No more than five (5) years old
  - Is not required to be signed and sealed
  - Any copies must be to scale
- Site plan showing location of wetlands, buffers, and proposed impacts
- Detailed diagram and written description of proposed impacts
- Mitigation plan to offset proposed impacts
- Copy of proposed conservation easement documents, if applicable
- Copy of all other federal, state, and regional permits and/or applications for the proposed project
- Wetland permit fee of \$246.00
- Corporate business check, cashier's check, or money order payable to County of Volusia

Additional processing information:

- Application form is available online at <http://volusia.org/permitcenter>
- Submit to: Permit Center, 123 W. Indiana Ave., Room 203, DeLand, FL 32720
- Property Locator Placard should be posted on site as soon as possible
- Any mitigation fees are paid prior to permit issuance
- If there are questions, please contact Environmental Permitting at (386) 736-5927