

VOLUSIA COUNTY

CHECKLIST FOR DOCKS, DUNE WALKOVERS, SEAWALLS, AND REVETMENTS

The Sea Turtle HCP Program Manager will review all coastal projects. Environmental Management will review non-coastal projects. Directions: Place a checkmark by all items that are included in the package.

All items must be addressed and in proper order

PERMIT PACKAGES MUST BE SEPARATED INTO THREE (3) COMPLETE SETS

Contractor _____

Jobsite Address (Complete) _____

Number Street Name Type

City _____ Zip _____

Submitted Received

- [] [] Completed Building Permit Application (Front & Back)
[] [] 2 Surveys (1 original Sealed Boundary Survey and 1 copy) with Flood Zone Certification to Federal Flood Insurance Rate maps, dated April 15, 2002
[] [] 3 copies of site plan
2 copies for building permit application (1 file copy and 1 field copy) 1 copy for Sea Turtle HCP Program Manager * (coastal) / Environmental Management (inland waterways and lakes)
[] [] 3 sets of Construction Plans (engineered plans may be required)
2 sets for Plan Review
1 set for Sea Turtle HCP Program Manager / Environmental Management
[] [] Department of Environmental Protection (DEP) 407-894-7555. Only one of the following is required and being submitted:
[] [] Certified Recorded Notice of Commencement (A Notice of Commencement is needed if the cost of the project, labor & material, exceeds \$2500.00)

Note: No coastal construction, east of the frontal dune or toe of armorment may take place during sea turtle nesting season May 1st through October 31st.

I hereby acknowledge that the above-mentioned plan requirements are hereby submitted with my permit application. I fully understand that if the minimum requirements (documents & plans) have not been met, the review, processing & issuing of my permit will be delayed. I further understand that I must submit plans in accordance with the requirements of the 2004 Florida Building Code. Please note, that the plans reviewer may require additional information.

Signature _____ Date _____
(Contractor, or Authorized Agent)

*Sea Turtle HCP Program Manager – 440 S. Beach St., Daytona Beach – 386-239-6414