

## **INFORMATION NEEDED FOR RESIDENTIAL WETLAND ALTERATION PERMITS**

### For lots located within:

- Unincorporated Volusia County
- Note: Stand-alone wetland permits will not be issued within the Class II overlay zone

### Information on application:

- Section (02) – Fill out completely, including street name and number (if unknown, get that information from Mapping Division first)
- Section (03) – Write “Wetland Alteration Permit” on line following “Other”
- 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

### Information with application:

- 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 all items listed on reverse side of permit application, including location of wetlands, buffers, and proposed impacts
- Square footage of proposed wetland and/or buffer impact
- 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
- Application fee of \$57 (the application fee is a portion of the \$227 wetland permit fee)
- 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; site inspection is typically performed the next business day
- Remainder of the permit fee and any mitigation fees are paid prior to permit issuance
- If there are questions, please contact Environmental Permitting at (386) 736-5927