



**COUNTY OF VOLUSIA
LAND DEVELOPMENT DIVISION
LAND DEVELOPMENT CODE OF VOLUSIA COUNTY, FLORIDA
STORMWATER MANAGEMENT PERMIT CHECKLIST AND PROCEDURES**

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DIVISION 8 - STORMWATER MANAGEMENT DEVELOPMENT PERMIT (SWM)

All applications shall be submitted to Land Development.

No application will be accepted unless all fees have been paid and all exhibits and plans, as required below, have been supplied. A determination of acceptance or rejection of the application will be made within three (3) working days of filing the application.

Section 72-778(1)(b) Stormwater management permit review.

In the case where it is not clear that a proposed development is exempt from this article, the submission of a Preliminary Application and three (3) copies of the following information and exhibits will be required as stated below:

- a. A statement signed by the owner/developer which certifies that the development will:
 1. not obstruct any existing flow of stormwater runoff; and,
 2. not drain stormwater onto adjacent lands not now receiving runoff from the proposed development area.

- b. An application form containing the following information and exhibits:
 1. Name, address, and telephone number of the applicant.
 2. Location map, address, and legal description of the proposed development.
 3. Statement expressing the scope of the proposed development.
 4. Schedule of the proposed development, and
 5. Sketch showing existing and proposed structures, paving, and drainage patterns.

- c. It is the responsibility of the applicant to include in the preliminary application sufficient information for the County to evaluate the application and the acceptability of those measures proposed.

For processing procedures for a SWM Preliminary Application, pursuant to Section 72-778(1)(c) through (h) of the Land Development Code of Volusia County, Florida:

- a. Within ten working days of receipt of the application, the County Development Engineer (CDE) shall determine whether the proposed development is either exempt or that a permit shall be applied for.

- b. The CDE, in making a determination of exemption of the application from the permitting process, shall consider:
 - 1. Whether or not the proposed project is exempt pursuant to subsection 72-777(b).
 - 2. Whether or not the proposed project will increase the rate or volume of runoff from the existing site.
 - 3. Whether or not the proposed project will adversely affect water quality.
 - 4. Whether or not there are other criteria which would require an application.
 - 5. Whether or not a St Johns River Water Management District permit is required.
- c. The land development division (LDD) will immediately notify the applicant upon receiving notification of the CDE's determination.
- d. The applicant may appeal the CDE's determination that a permit shall be applied for by filing a written request to the LDD within ten working days.
 - 1. A final determination of exemption shall be made by the Development Review Committee (DRC) within ten working days of the request.

If the CDE determines that the proposed development is exempt, the applicant is authorized to commence and complete construction of only the development described in the SWM preliminary application. No construction shall commence until a St Johns River Water Management District permit is approved, if required.

Section 72-778(2) Concurrent review

Where a SWM Standard Permit is required for a development undergoing Subdivision Preliminary Plat Development Order or Final Site Plan Development Order review pursuant to Division 2 or 3, respectively, of the Land Development Code of Volusia County, Florida, all review shall be done concurrently. All performance standards and requirements of this division shall be met in addition to those required in other divisions of the Land Development Code of Volusia County, Florida. Plans and exhibits required by this division may be combined with other plans and exhibits required for concurrent review. However, it is the responsibility of the applicant to include in the concurrent submissions sufficient information for the County to evaluate the application and acceptability of those measures proposed pursuant to the requirements of this article.

Section 72-778(3) Application without a concurrent development order review.

All developers seeking an SWM without a concurrent development order review shall submit an application and the required number of copies and exhibits.

- a. For the purposes of Division 8, developments requiring a Standard Permit Application shall be either a "Lesser Development" or a "Standard Development", defined as follows:
 - 1. A Lesser Development is a proposed development that has a lot size less than one (1) acre in area; and, consists of more than one thousand (1,000) but less

that five thousand (5,000) sq. ft. of impervious area, or the impervious area proposed is less than twenty-five percent (25%) of the total lot area.

2. A Standard Development is a proposed development of any lot area that consists of five thousand (5,000) or more sq. ft. of impervious area, or the impervious area is twenty-five percent (25%) or more of the total lot area; or the lot area of the proposed development is one (1) acre or larger regardless of the impervious area.
- b. An application for a Stormwater Management Development Permit and sufficient copies of the required plans and information shall be filed with LDD and the proper fee paid. Sufficient copies shall be determined as follows:
1. For a Lesser Development - five (5) copies are required.
 2. For a Standard Development - fourteen (14) copies are required.
 3. The Land Development Manager may require additional sets of plans and information as deemed necessary for additional agency review.
- c. The following plans and information, prepared by a Florida registered engineer shall be submitted with the application:
1. A detailed site plan including a general location map and the location of all existing and proposed pavement and structures
 2. Topographic maps of the site and all adjacent contributing areas before and after the proposed alterations
 3. Information regarding the types of soils and ground water conditions existing on the site
 4. General vegetation maps of the site before development and plans showing the landscaping to be performed as part of the project
 5. Construction plans, specifications, and computations necessary to indicate compliance with the requirements of this article
 6. Additional information necessary for determining compliance with this Division as the County Engineer may require
 7. Additionally, for a Standard Development, a hydrograph for the proposed development may be required, particularly in those areas where the cumulative impact of the outflows on downstream flows are of a concern.

For processing procedures for a SWM Standard Application, pursuant to Section 72-778(3)(e) through (h) of the Land Development Code of Volusia County, Florida:

- a. The CDE shall have 20 days from the date of receipt from the LDD of a complete application for a lesser development to approve, approve with conditions, or deny the application.
- b. The CDE shall have 30 days from the date of receipt from the LDD of a complete application for a standard development to approve, approve with conditions, or deny the application. The CDE shall render a decision in writing to the LDD.
 1. Each member of the DRC shall have reviewed and transmitted their comments or suggestions within ten (10) working days of receipt to the CDE.

2. The LDD shall notify the applicant immediately after the CDE approves, approves with conditions, or denies the application.

The CDE may issue an intent to approve or approve with conditions an application in the absence of any required St Johns River Water Management District permit, but no development order shall be issued unless a St Johns River Water Management District permit has been approved.