

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

## **For lots located within:**

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

## **Information on Stand-Alone application:**

- Check Stand-Alone Wetland Alteration Permit
- Fill out Property Information completely, including street address, tax parcel number, zoning classification, and parcel size.
- Check if After-the-Fact and include violation case number
- Complete Wetland Alteration information to include proposed impact area
- Property Owner, Contractor, Consultant Information
- Signature(s)
  - Applicant Signature Dated
  - If you are not the property owner or the designated authorized agent, you must have the owner complete the attached “Notarized Authorization of Owner”.
  - 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

## **Information with application:**

- See application for complete list of required submissions
- Boundary survey
  - No more than five (5) years old
  - Any copies must be to scale
- Site plan showing location of delineated 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
- The Land Development Fee Schedule is available at [Fee Schedule](#)
- If paying by corporate business check, cashier’s check, or money order, make payable to County of Volusia

## **Additional processing information:**

- Application form is available online at [Residential Stand-Alone Environmental Permit](#)
- Submit to: Permit Center, 123 W. Indiana Ave., Room 203, DeLand, FL 32720
- Registered users can also submit applications on Connect Live at [www.connectlivepermits.org](http://www.connectlivepermits.org)
- Any mitigation fees are paid prior to permit issuance
- If there are questions, please contact Environmental Permitting at (386) 736-5927 x 12093