

MARTIN COUNTY
EXCAVATION AND FILL PERMIT APPLICATION

This application to be used only for excavating or filling activities not associated with a building permit or development review and for projects requiring engineering review.

ENVIRONMENTAL REQUIREMENTS

All applicants are required to contact the Martin County Growth Management Department to obtain information on the environmental requirements associated with any excavation and fill activities. Copies of all required environmental documents must be submitted with the Excavation and Fill Application.

ASSOCIATED PERMITS

It is the applicants responsibility to research and obtain all required State and Federal permits for the planned excavation and fill operation. Copies of these permits must be submitted with the Excavation and Fill Permit Application.

REQUIRED INFORMATION

Please check the following boxes that apply to your lot or parcel and complete the other requested information.

Check the following that apply to your project.

☐ **Land Clearing Is Required**

☐ **Land Clearing Is Not Required**

☐ **Fill placement Is Required**

☐ **Fill placement Is Not Required**

☐ **Excavation Is Required**

☐ **Excavation Is Not Required**

Has an environmental assessment been performed on this property?

☐ **YES**

☐ **NO**

Has a Preserve Area Management Plan been prepared and approved for this parcel?

☐ **YES**

☐ **NO**

(If yes, please submit a copy.)

ZONING DESIGNATION / FUTURE LAND USE: _____

DESCRIPTION OF PROPOSED WORK: _____

LEGAL DESCRIPTION: _____

Parcel ID #: _____ - _____ - _____ - _____ - _____ - _____

Address of Construction : _____

OWNER INFORMATION:

Owner's Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Cell Phone: _____ FAX: _____ E-mail: _____

CONTRACTOR/ENGINEER INFORMATION:

Contractor's Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Cell Phone: _____ FAX: _____ E-mail: _____

Martin County or State License: _____

The property has ____ or has no ____ Gopher tortoise burrows within 10 feet of its boundaries.

Your response to the above question requires a close inspection of this property either by you or an environmental professional. It is against Florida State law to bury Gopher tortoise. Gopher tortoise are a state listed species of special concern. Please refer questions concerning relocating Gopher tortoise to the Florida Fish and Wildlife Conservation Commission at 1-561-625-5122 in West Palm Beach.

EXCAVATION ESTIMATE WORKSHEET

REQUIRED INFORMATION: Please complete only if excavating on the lot or parcel, includes excavating for ponds or lakes.

Amount of material to be excavated (In cubic yards): _____

Will fill be hauled off site? ☐ YES ☐ NO

If yes, the amount of fill to hauled off site: _____ Destination of fill: _____

Basic hauling route: _____

Is dredging required? ☐ YES ☐ NO

If yes, describe location of dredging: _____

Will dredge material be hauled off site? ☐ YES ☐ NO

If yes, state destination: _____

FILL ESTIMATE WORKSHEET

REQUIRED INFORMATION: Please complete only if fill is being hauled onto site.

Amount of fill to be added to site (In cubic yards): _____

Source of fill: _____

Excavation permit number for source of fill: _____

Basic hauling route: _____

CLEARING WORKSHEET

REQUIRED INFORMATION: Please complete only if clearing debris or vegetation.

Total Parcel Area: _____ Total Sq. Ft. to be Cleared: _____

Type of Clearing: ☐ Native Vegetation ☐ Non-Native Vegetation ☐ Non-Vegetative Debris

EXCAVATION AND FILL PERMIT FEES**RESIDENTIAL:**

The permit application fee for excavation and/or fill on a residential parcel is \$320.00

RENEWALS:

Excavation and fill permits last one year from date of issue. They may be renewed twice at a cost of one half the original application fee (\$200.00)

HAULING FEE:

\$.21 per cubic yard shall be charged for all material hauled over County roads.

EXCAVATION AND FILL PERMIT APPLICATION**OWNER/CONTRACTOR AFFIDAVIT:**

APPLICATION IS HEREBY MADE TO OBTAIN A PERMIT TO DO THE WORK AS INDICATED. I CERTIFY THAT NO WORK HAS COMMENCED PRIOR TO THE ISSUANCE OF A PERMIT. IN CONSIDERATION OF THE GRANTING OF THIS REQUESTED PERMIT, I DO HEREBY AGREE THAT I WILL, IN ALL RESPECTS, PERFORM THE WORK IN ACCORDANCE WITH THE APPROVED PLANS AND THE MARTIN COUNTY DODE. PLAN REVISIONS MAY BE DONE BY THE PERMIT HOLDER BUT, MUST BE APPROVED PRIOR TO IMPLIMENTATION. A POSTING OF THE LAND CLEARING PERMIT IS REQUIRED THROUGHOUT THE LAND CLEARING PROCESS.

I CERTIFY THAT ALL INFORMATION IS ACCURATE AND THAT ALL WORK WILL BE DONE IN COMPLIANCE WITH ALL APPLICABLE LAND DEVELOPMENT REGULATIONS.

NAME OF OWNER (print)

NAME OF CONTRACTOR/ENGINEER (print)

SIGNATURE OF OWNER

SIGNATURE OF CONTRACTOR/ENGINEER

DATE: _____

DATE: _____

SWORN TO AND SUBSCRIBED BEFORE ME

THIS _____ DAY OF _____ 20____

BY _____

SWORN TO AND SUBSCRIBED BEFORE ME

THIS _____ DAY OF _____ 20____

BY _____

NOTARY PUBLIC, STATE OF FL.

NOTARY PUBLIC, STATE OF FL.

PERSONALLY KNOWN _____

PERSONALLY KNOWN _____

PRODUCED ID _____

PRODUCED ID _____

TYPE: _____

TYPE: _____

EXCAVATION AND FILL PERMIT APPLICATION REQUIREMENTS

GENERAL REQUIREMENTS

All applicable requirements of the Martin County Codes of Laws and Ordinances, Land Development Regulations and the Martin County Comprehensive Growth Management Plan must be met.

If construction disturbs more than one acre you are required to obtain an FDEP, NPDES, Stormwater Discharge Permit. Information can be found at: www.dep.state.fl.us/water/stormwater/npdes/construction3.htm

PLAN REQUIREMENTS

The applicant must submit four (4) sets of a site plan, including a topographic survey, extending, where possible, 50 feet beyond the property boundary, signed and sealed by a Florida registered engineer and/or land surveyor, as appropriate, showing the area of the proposed excavation or fill. Plans must be scale drawings, Maximum size: 24"x36". No taped on pieces or white out allowed. The plan shall include the following:

1. The location and extent of excavation or fill including dimensions to all property lines.
2. All wells and septic systems within 100 feet of the perimeter of the excavation shall be located and shown on the site plan.
3. The location of the permit display.
4. Cross sections showing:
 - a. Elevation of existing ground.
 - b. Peak elevation of proposed fill.
 - c. Lowest point of proposed excavation.
 - d. Typical side slopes.
 - e. Driveways with associated fill and side slopes.
5. Littoral, upland and transitional buffer zones.
6. Location of all wetlands within 200' of any excavation and 50' of fill placement.
7. Erosion control methods including location and installation detail.
8. Location of warning signs for excavations that create an open body of water.
9. If any culverts are being installed, indicate on the plans: the location, diameter, length, invert elevations at intake and discharge and culvert construction material.
10. Include on the site plan a statement that addresses hours of operation. All activities within the site, including, but not limited to, digging, loading trucks, excavating, dredging, rock crushing, and hauling of fill from the site shall be conducted between the hours of 7:00 a.m. and 4:00 p.m. Monday through Friday and 9:00 a.m. to 4:00 p.m. on Saturday.
11. Provide a statement on the site plan that all disturbed areas shall be stabilized with sod or other suitable method within 30 days of vegetation removal or fill placement.

APPLICABILITY

Any person proposing to excavate, fill or mine any real property in unincorporated Martin County shall first obtain a Martin County Excavation and Fill Permit in accordance with the requirements set forth in the Martin County Code of Ordinances, the Land Development Regulations and the Comprehensive Growth Management Plan, unless such activity is specifically exempted.

Excavation or filling of less than 100 cubic yards. Any excavation or filling of less than 100 cubic yards shall not be required to obtain an excavation and filling permit. Compliance with all applicable Comprehensive Plan, LDR and Code provisions and county engineering standards and good engineering practices is required for any excavation and filling in conjunction with an exempted application for proposed development approval. However, such activities are exempted from any requirement for littoral, upland and transitional zone planting.

Excavation and/or filling of 100 cubic yards up to, but not including, 10,000 cubic yards. Any excavation or filling of 100 cubic yards up to, but not including, 10,000 cubic yards that is not in conjunction with an application for a building permit or other development order shall be required to file an application for an excavation and filling permit

Excavation and/or filling of more than 10,000. If no fill is to be hauled off site an Excavation and Fill Permit is required. If fill is proposed to be hauled onto or off the site a Major Development Review shall be required. Contact the Growth Management Department for details on the Development Review process.

Bona fide agricultural activities. Certain excavation and filling activities that are in association with bona fide agricultural activities shall not be required to file a separate application for an excavation and filling permit providing there is no hauling of fill from the site. Compliance with all applicable Comprehensive Plan, LDR and Code provisions and county engineering standards and good engineering practices is required.

ENVIRONMENTAL REQUIREMENTS

All applicants are required to contact the Martin County Growth Management Department to obtain information on the environmental requirements associated with any excavation and fill activities. Sites that contain upland or wetland habitat shall include a detailed environmental assessment and a preserve area management plan (PAMP) conducted by a qualified environmental professional. Copies of all required environmental documents must be submitted with the Excavation and Fill Application.

DEWATERING

Dewatering if needed will require a detailed plan and approval from Martin County Engineering Department and the South Florida Water Management District.

HOURS OF OPERATION

All activities within the site, including, but not limited to, digging, loading trucks, excavating, dredging, rock crushing, and hauling of fill from the site shall be conducted between the hours of 7:00 a.m. and 4:00 p.m. Monday through Friday and 9:00 a.m. to 4:00 p.m. on Saturday unless otherwise determined by the Martin County Engineering Department.

ASSOCIATED PERMITS

It is the applicant's responsibility to research and obtain all required State and Federal permits for the planned excavation and fill operation. Copies of these permits must be submitted with the Excavation and Fill Permit Application.

Agricultural Ranchette

1. Excavations for agricultural activities, involving the care or raising of animals, on parcels with a future land use designation of agricultural ranchette or rural may be exempt from the littoral planting requirements provided all of the following criteria are met:
 - a. An excavation and fill permit is obtained and all other requirements of the Comprehensive Growth Management Plan and the Martin County Land Development Regulations are met.
 - b. Construction of ponds is limited to a surface area less than or equal to one-half acre and a maximum of eight feet below the wet season water table.

FILL STANDARDS

Fill quality. Fill material for any loadbearing purpose shall be free of roots, boards, organic matter, and other debris which may adversely affect the loadbearing capacity. In order to be used for purposes other than loadbearing, fill containing muck, peat, clay, unstable soils, organic matter, trash, liquid or solid wastes, or any form of debris that is subject to consolidation, disintegration, erosion, or encourages the presence of insects, termites or vermin will require the approval of the Martin County Engineering Department.

Maximum side slopes. Side slopes shall not exceed one foot vertical to four feet horizontal except for special cases as approved by the Martin County Engineering Department.

Fill source. The permittee shall designate the source of fill. No fill permit shall be issued where there is not a current valid excavation permit, if required, for the source of the fill. If the source of fill is outside of the county, it shall be so stated on the application.

Stabilization. Areas to be filled shall be contained to prevent runoff and degradation of buffer zone vegetation within a minimum of 24 hours prior to the filling and shall be stabilized with sod or other suitable method within 30 days of vegetation removal or fill placement.

EXCAVATION STANDARDS

Minimum distance from roadways. No excavation shall be allowed within 20 feet of any road right-of-way or easement as measured from the top of bank of the excavated area unless approved by the Martin County Engineering Department.

Minimum distance from property lines. No excavation shall be permitted within 50 feet of any property line as measured from the top of bank of the excavated area unless approved by the Martin County Engineering Department. Excavation for water control conveyances such as swales or ditches or for any purpose consistent with this division shall not be permitted closer than 50 feet from property lines.

Well and septic setback. If an excavation that will result in the creation of open surface water is proposed on a lot with an existing well or septic system, the excavation must be set back a minimum of 75 feet from the well or septic system. If a 75-foot setback cannot be achieved on the lot, the maximum setback attainable must be used.

Underground utilities. Prior to the start of an excavation, all underground utilities shall be located by the applicant through the appropriate agencies. All underground and aboveground utilities shall be protected by the applicant for the duration of the excavation activity. Utility service shall be maintained for the duration of the construction activity.

STORMWATER REGULATIONS FOR EXISTING SUBDIVISIONS

Lots within subdivisions with approved stormwater management plans. In all subdivisions that have an approved stormwater management plan, all new development must be in compliance with the approved plan. A site plan, complete with topographic information that is in compliance with this division, must be submitted for review prior to the issuance of the building permit. If the lot grading plan of the approved stormwater management plan does not contain sufficient information to verify that the lot being permitted will drain in accordance with the overall plan, sufficient information must be supplied to verify that the lot drainage will comply with the overall stormwater management plan.

Lots within subdivisions without approved stormwater management plans.

1. For lots in subdivisions that do not have an approved stormwater management plan, the lot must be developed in a manner that ensures minimal impact of the runoff of the lot on adjacent property. Any or all of the following shall be required to have the absolute minimal impact on adjacent property.
 - a. Swales along the property lines of the lot.
 - b. Berms along the property lines of the lot.
 - c. Swales adjacent to the road and driveway culverts.
 - d. Grading of the site to direct runoff away from adjacent lots.
 - e. Stem walls or extended footers.
 - f. Gutters and downspouts that direct roof runoff away from adjacent lots.
2. A site plan, complete with topographic information that is in compliance with this division, shall be submitted for review prior to the issuance of the building permit. The topographic information must be sufficient to verify the predevelopment drainage in the vicinity of the lot and the proposed post-development drainage.
3. The finished floor elevation of the structure shall not be higher than the finished floor elevation on the approved site plan unless approved by the County Engineer in cooperation with the County Building Official. A pumped drainfield shall be required if the requirements for a gravity drainfield cause the finished floor elevation to be higher than the flood protection elevation, unless the applicant can demonstrate to the satisfaction of the County Engineer that the increased floor elevation will not impact the adjacent properties.
4. Fill placed on the lot shall be limited to the minimum necessary for construction of the building.
5. The maximum slope of fill on the lot, including the fill for a septic system, must not exceed 4:1 (H:V).
6. The toe of the fill must be set back from the property line a sufficient distance to allow for the construction of any required side and rear lot swales necessary to direct the runoff from the lot to the street or other suitable outfall as approved by the county engineer.
7. Off-site runoff that flows to or through the lot shall be conveyed to the roadside swale or approved outfall. This flow shall not be blocked by the new construction.

Wetland Protection

Wetland protection. Wetlands shall be protected from any negative impacts, which may result from construction, excavation, maintenance or monitoring activities.

- a. Excavation and/or filling shall not occur within wetlands or the buffer zone surrounding the wetlands except in compliance with a PAMP approved by the Planning and Development Services Department.
- b. A minimum 200-foot-wide separation shall be maintained between any wetland and any excavation unless an alternative plan utilizing an impermeable barrier is approved.
- c. Excavation must be contained to prevent runoff and degradation of buffer zone vegetation a minimum of 24 hours prior to the work and shall be stabilized with sod or other suitable method within 30 days of vegetation removal.
- d. Wetland buffers, buffer protection areas and upland preserve areas shall be protected from excavation, construction and other building maintenance activities.

Water management standards

1. Maximum lake depth. Lake depth shall not exceed 15 feet as measured from the wet season water table to the lake bottom. A lake may be excavated to 20 feet below the wet season water table with the submission of a soil and geological assessment prepared by a State of Florida registered engineer.
2. The maximum slope of lake areas from top of bank to a depth of three feet below the control elevation shall not exceed one foot vertical to four feet horizontal. The slope of lake area below a depth of three feet from the control elevation shall not exceed one foot vertical to two feet horizontal.
3. Wet season water table. The wet season water table shall be the highest water table described in either the "Detailed Soil Map Units" section or table 17, "Water Features," of the USDA Soil Survey of Martin County Area, Florida. A different water table elevation may be used if competent evidence prepared by a Florida registered engineer demonstrates, to the satisfaction of the Engineering Department, that the water table is different from that shown in the soil survey.

RECLAMATION

All disturbed excavation areas shall be reclaimed, and reclamation shall begin immediately following excavation or each phase of excavation, whichever occurs first. All disturbed and reclaimed areas shall be planted or seeded with a permanent native ground cover to reduce the loss of topsoil due to water and wind erosion, to prevent the establishment of prohibited plant species and to provide adequate growing conditions for reclamation planting requirements.

1. Planting of excavated lakes or ponds shall occur no later than 30 days after the completion of the excavation.
2. The littoral zone shall include a total area of at least ten square feet per linear foot of lake perimeter. The lake perimeter shall be measured at the control elevation of the lake. The littoral zone planting area consists of that area between one foot above control water elevation to four feet below control water elevation.

PERMITTING PROCEDURES

Display of the permit. The permittee shall maintain a copy of the excavation and filling permit on the site during the entire permit period, fully visible and at the location shown on the approved site plan.

Permit expiration. All excavation and filling permits shall automatically expire one year from the date of issuance.

Renewal. A request for renewal of an excavating and/or fill permit may be made for a maximum cumulative renewal period of three years beyond the original date of issuance. Each renewal shall not exceed a period of one year and shall require the updating of and re-review of the application, to include, but not to be limited to, the excavation and/or filling activity remaining to be completed, and the payment the renewal fee, which is \$200.00 per renewal. The renewal shall subject the remaining excavation and/or filling activity to the regulations in effect at the time of the renewal.

COMPLETION REQUIREMENTS

As-built excavation and filling site plan. An excavation and filling record drawing signed and sealed by a Florida registered professional engineer, a Florida registered professional surveyor, or a Florida registered professional landscape architect as appropriate, shall be provided to the Martin County Engineering Department at the completion of the permitted activity. The record drawing shall contain sufficient information to document that all requirements of the permit have been met and shall include cross sections of the excavation or fill and a drawing which locates the extent of the excavation or fill and the distance to all property lines.

Compliance certification. Within 30 days of the completion of the excavation and/or filling, a Florida registered professional engineer, a Florida registered professional surveyor or a Florida registered professional landscape architect shall certify that the excavation was constructed in substantial conformance with the plans and specifications approved by the county.