



SHORELINE ALTERATION/DREDGE AND  
FILL PERMIT APPLICATION

(In Accordance with Orange County Code, Chapter 15, Article VI, and/or Chapter 33, Articles II and IV)

Mail or Deliver To: Orange County Environmental Protection Division  
3165 McCrory Place, Suite 200  
Orlando, Florida 32803  
(407) 836-1400, Fax (407) 836-1499

Application fee of \$182.00 payable to The Board of County Commissioners

**SECTION 1**

**OWNER(S) OF THE LAND\***

Name: \_\_\_\_\_  
Title and Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone and Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**ENTITY TO RECEIVE PERMIT (IF OTHER THAN OWNER)**

Name: \_\_\_\_\_  
Title and Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone and Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**AGENT/CONSULTANT AUTHORIZED TO SECURE PERMIT**

Name: \_\_\_\_\_  
Title and Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone and Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**CONTRACTOR (IF DIFFERENT FROM AGENT)**

Name: \_\_\_\_\_  
Title and Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone and Fax: \_\_\_\_\_ Email: \_\_\_\_\_

\*Application must include the signature of the property owner. If this is an Application for a commercial entity, corporation, or Homeowner's Association, Orange County requires the signature of the Officer/Registered Agent as recorded by the State of Florida (<http://dos.myflorida.com/sunbiz/>)

**SECTION 2 - GENERAL INFORMATION:**

Street Address: \_\_\_\_\_

Parcel ID (s) [[www.ocpafl.org](http://www.ocpafl.org)] \_\_\_\_\_

Name of water body: \_\_\_\_\_ Normal High Water Elevation (NHWE): \_\_\_\_\_ (NGVD 1929/NAVD 1988)

Brief Description of Work [This should include a brief description of the proposed activity and any proposed mitigation, including re-vegetation (if required)]: \_\_\_\_\_

Is there an existing seawall on the subject property? \_\_\_\_\_

Is there an existing seawall on adjacent property? \_\_\_\_\_

Justification/Reason for the alteration (Attach separate pages if needed): \_\_\_\_\_

Shoreline Alteration/Dredge and Fill Projects require approval by the Board of County Commissioners (BCC) at a public hearing. In order to prevent undesirable situations which might result from your proposed activity, please provide responses (on a separate page) to the questions/concerns below:

1. The effect of the proposed activity on the use of waters for transportation and recreational or other public purposes
2. The effect of the proposed activity on the free use of the waters and waterways
3. The effect of the proposed activity upon erosion control
4. The effect of the proposed activity upon the flow of waters
5. The effect of the proposed project upon formation of stagnant pockets likely to collect debris
6. The effect of the proposed project upon the natural beauty and recreational advantage
7. The effect of the proposed project upon the conservation of wildlife, aquatic vegetation, and other natural resources
8. The effect of the proposed project on the uplands surrounding the project area or affected by the plan
9. A description of vegetation types proposed for alteration.

**REQUIRED ATTACHMENT(S):**

- Three (3) copies of Engineered Shoreline Alteration Plans that include the following:**  
(A Professional Engineer must prepare and sign the plans)
  - The current water level and the Normal High Water Elevation (NHWE).
  - Lake Name.
  - A north arrow.
  - Bottom elevations or water depths.
  - The dimensions of the property (including total linear feet of shoreline at the NHWE).
  - Existing structures and proposed alteration areas with dimensions in feet or square feet.
  - The location of the requested work with respect to the upland owner's property and adjacent properties.
  - The owner's name and site address must be on each page of the plans.
  - A description of sedimentation and erosion control measures used during construction.
- A property survey or have the alteration areas drawn to scale on a survey.
- If project is for new seawall, where no wall has existed and there is no wall on adjacent property, the applicant must demonstrate that there is significant erosion and that a vertical seawall is the only practicable method available to stabilize the shoreline. To demonstrate this, a letter from a registered professional engineer shall be required.
- Complete mailing address of all property owners within 500 feet of the project so that Orange County may notify them of the Public Hearing.
- Agent Authorization Form
- Relationship Disclosure Form-Development Related
- Specific Expenditure Report Form

**PERSON AUTHORIZING ACCESS TO THE PROPERTY MUST COMPLETE THE FOLLOWING:**

I either own the property described in this application or I have legal authority to allow access to the property and I consent to any site visit on the property by agents or personnel from Orange County, Florida necessary for the review and inspection of the proposed project specified in this application. I authorize these agents or personnel to enter the property as many times as may be necessary to make such review and inspection. Further, I agree to provide entry to the project site for such agents or personnel to monitor permitted work if a permit is granted.

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Typed/Printed Name	Signature	Date
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Corporate Title (if applicable)

By signing and submitting this application form, I am applying for the permit identified above, according to the supporting data and other incidental information filed with this application. I am familiar with the information contained in this application, and represent that such information is true, complete, and accurate. I understand this is an application and not a permit, and that work conducted prior to approval is a violation. I understand that this application and any permit issued pursuant thereto, does not relieve me of any obligation for obtaining any other required federal, state, water management district or local permit prior to commencement of construction. I agree, or I agree on behalf of my corporation, to operate and maintain the permitted system unless the permitting agency authorizes transfer of the permit to a responsible operation entity; I understand that knowingly making any false statements or representation in this application is a violation of Section 15-225, Orange County Code.

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Typed/Printed Name of Applicant

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Signature of Applicant/Agent	Date
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Corporate Title (if applicable)

# AGENT AUTHORIZATION FORM

FOR PROJECTS LOCATED IN ORANGE COUNTY, FLORIDA



I/WE, \_\_\_\_\_ (PRINT \_\_\_\_\_ PROPERTY \_\_\_\_\_ OWNER \_\_\_\_\_ NAME) \_\_\_\_\_, AS THE OWNER(S) OF THE REAL PROPERTY DESCRIBED AS \_\_\_\_\_, DO HEREBY AUTHORIZE TO ACT AS MY/OUR AGENT (PRINT AGENT'S NAME), \_\_\_\_\_, TO EXECUTE ANY PETITIONS OR OTHER DOCUMENTS NECESSARY TO AFFECT THE APPLICATION APPROVAL REQUESTED AND MORE SPECIFICALLY DESCRIBED AS FOLLOWS, \_\_\_\_\_, AND TO APPEAR ON MY/OUR BEHALF BEFORE ANY ADMINISTRATIVE OR LEGISLATIVE BODY IN THE COUNTY CONSIDERING THIS APPLICATION AND TO ACT IN ALL RESPECTS AS OUR AGENT IN MATTERS PERTAINING TO THE APPLICATION.

Date: _____	_____	_____
	Signature of Property Owner	Print Name Property Owner
Date: _____	_____	_____
	Signature of Property Owner	Print Name Property Owner
Date: _____	_____	_____
	Signature of Property Owner	Print Name Property Owner
Date: _____	_____	_____
	Signature of Property Owner	Print Name Property Owner

STATE OF FLORIDA  
 COUNTY OF \_\_\_\_\_

I certify that on \_\_\_\_\_, before me, \_\_\_\_\_, an officer duly authorized by the State of Florida and in the county mentioned above, to take acknowledgements, personally appeared \_\_\_\_\_, to me known to be the person described in this instrument or to have produced \_\_\_\_\_, as evidence, and who has acknowledged before me that he or she executed the instrument and did / did not take an oath.

Witness my hand and official seal in the county and state stated above on the \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_.

(Notary Seal)

\_\_\_\_\_  
 Signature of Notary Public  
 Notary Public for the State of Florida  
 My Commission Expires: \_\_\_\_\_

<b>Legal Description(s) or Parcel Identification Number(s) are required:</b>
<b>PARCEL ID #:</b>
<b>LEGAL DESCRIPTION:</b>