

## **APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW (LAKE EXCAVATIONS AND LAKE FILLING)**

### **GENERAL INFORMATION**

The following items must be submitted to the Zoning Administrative Review Section for review of a proposed Lake Excavation or Lake Fill. Additional submittals are required for Lake Fill applications – Please see below.

5 copies of application (attached)

5 sets of plans (including site plan and lake slope cross-section)

Note: The Lake Slope Cross Section must be part of the plan, not an attachment.

5 copies of legal description

Survey (Must be prepared by Registered Surveyor and must show the location of any municipal boundary on or across the property and must be dated no earlier than 1 year prior to the application date).

Fee (See fee schedule attached)

Please note that all plans must be signed and sealed by a Registered Florida Engineer or Surveyor. The site plan shall show the size of property, all dimensions (including the distance to the centerline of adjacent streets), and the proposed setback from the property lines to the top of the slope of the lake. Cross sections shall include the information as indicated below:

The plan will be reviewed by the Department of Planning and Zoning, The Public Works Department and The Department of Environmental Resources Management (DERM) for compliance with requirements of §33-16 of the Miami-Dade County Zoning Code. No more than one (1) slope may be approved through the ASPR process. Applicants will be notified of required revisions or corrections to the plan within 15 days from the date of submission. Revised plans, once received, will again be reviewed by all departments, and must be resubmitted in complete sets.

An appointment is required to submit the application when your site plan review application is complete and ready to submit. Please call the Zoning Hearings Section at **(305) 375-2640** and schedule an appointment to submit the ASPR application.

Public hearings will be required in all areas east of the salt barrier line. Applicants may choose to go to public hearing for lake excavation approval even if same is not required; provided, however, that if an unusual use is requested, applicants shall proceed in accordance with §33-13.

**NOTE: EXPLOSIVES CANNOT BE USED DURING THE EXCAVATION OF THE LAKE.**

APPLICATION FOR ADMINISTRATIVE SITE PLAN REVIEW  
**FOR LAKE EXCAVATION OR LAKE FILL**

S \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_

FOLIO NUMBER: \_\_\_\_\_

Process #A \_\_\_\_\_  
Review Fee \$ \_\_\_\_\_  
Invoice # \_\_\_\_\_

Stamped Received

1. TYPE OF DEVELOPMENT:  LAKE EXCAVATION  
 LAKE FILL
  
2. APPLICANT'S NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
(CITY) \_\_\_\_\_ (STATE) \_\_\_\_\_ (ZIP) \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_
  
3. PROPERTY OWNER'S NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
(CITY) \_\_\_\_\_ (STATE) \_\_\_\_\_ (ZIP) \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_
  
4. CONTACT PERSON NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
(CITY) \_\_\_\_\_ (STATE) \_\_\_\_\_ (ZIP) \_\_\_\_\_  
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_
  
5. ACREAGE OF PROPOSED LAKE EXCAVATION OR FILL: (WATER SURFACE AREA)  
\_\_\_\_\_ IN SQUARE FEET \_\_\_\_\_  
(PLEASE NOTE: LAKE FILL MAY NOT EXCEED 40 ACRES)
  
6. ZONING ON PROPERTY: \_\_\_\_\_
  
7. ADDRESS OR LOCATION OF PROPERTY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
8. LEGAL DESCRIPTION OF PROPERTY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. LAKE HISTORY: (provide for Lake Fill Applications)

Was the Lake approved through Public Hearing?  yes  no

or Rock Pit?  yes  no

10. If the lake was approved through Public Hearing, provide the Resolution No. \_\_\_\_\_ and Hearing Date: \_\_\_\_\_

(Note: If a Declaration of Restrictions exists for the lake, it cannot be approved through this process).

11. PLAN INFORMATION:

NAME OF PLAN \_\_\_\_\_

NO. OF SHEETS \_\_\_\_\_

PREPARED BY \_\_\_\_\_

DATE OF PLAN \_\_\_\_\_

12. SURVEY NAME AND DATE: \_\_\_\_\_

DEPARTMENTAL RECORD

DATE PLAN & FEE RECEIVED: \_\_\_\_\_

RECEIVED      APPROVED      DENIED      DATE

ZONING PLANS PROCESSOR

ZONING EVALUATOR

ZONING CONTROL DIVISION CHIEF

FOLIO (S): \_\_\_\_\_

PROCESS NO: \_\_\_\_\_

\_\_\_\_\_  
DATE RECEIVED STAMP

CHECKLIST FOR SITE PLAN REVIEW FOR LAKE EXCAVATIONS AND LAKE FILLS

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

NAME OF PLAN \_\_\_\_\_

NO. OF SHEETS \_\_\_\_\_

PREPARED BY \_\_\_\_\_

DATE OF PLAN \_\_\_\_\_

REVIEW FEE \_\_\_\_\_

LEGAL DESCRIPTION  
OF PROPERTY AND  
ADDRESS, IF AVAILABLE \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

USE RESTRICTIONS ON RECORD  
FOR PROPERTY (IF ANY) \_\_\_\_\_

ACREAGE OF PROPOSED LAKE EXCAVATION (WATER SURFACE AREA) \_\_\_\_\_

PROPERTY OWNER NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

SURVEY NAME AND DATE \_\_\_\_\_

**FEE SCHEDULE  
ADMINISTRATIVE SITE PLAN REVIEW FOR  
LAKE EXCAVATIONS AND LAKE FILLS**

Z800	Basic Fee	\$1,100.81
Z801	Size of Property (\$308.23 per 10 acres or portion thereof of water surface area)	\$_____
Z119	PUBLIC WORKS	\$250.00
Z120	FIRE	\$190.00
Z060	Web Document Fee	\$77.25
	<b>Subtotal</b>	<b>\$_____</b>
SUR8	8% Surcharge	\$_____
Z109	DERM	\$250.00
	<b>Total</b>	<b>\$_____</b>

**Revisions:**

Fire and Public Works Fees Apply

**First revision at no charge**

Z510	Revisions \$880.65 (per subsequent revised plan)	\$_____
Z119	PUBLIC WORKS	\$ 250.00
Z120	FIRE	\$ 190.00
	<b>Subtotal</b>	<b>\$_____</b>
SUR8	8% Surcharge	\$_____
	<b>Total</b>	<b>_____</b>

**NOTE: The 8% Surcharge will be added to all fees except the DERM fee and will be in effect from until 9/30/10.**