DEPARTMENT OF ENVIRONMENTAL RESOURCES MANAGEMENT

CLASS IV

WETLAND PERMIT

APPLICATION PACKAGE

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INTRODUCTION

Wetlands in Miami-Dade County serve vital functions, which are essential to the health and welfare of the people of Miami-Dade County. Our wetland areas provide direct recharge of water to the Biscayne Aquifer, the County's sole source of drinking water. Moreover, our wetlands serve to filter and purify surface and ground waters as well as provide habitat for wildlife, including many rare and endangered species. Miami-Dade County seeks to protect and manage the intrinsic value of the wetlands through the Coastal and Wetlands Resources Section described in this application package.

Wetlands in Miami-Dade County are part of the area historically known as the Everglades. The limits of the present-day Everglades wetland areas extend to the western edge of the County's rural and urban boundaries. Wetlands are legally defined by Chapter 24-5 of the Code of Miami-Dade County on the basis of vegetative composition (presence of wetland indicator species), hydroperiod (extent of yearly inundation/saturation by surface water or ground water) and/or the presence of hydric soils. The areas encompassed by this definition of wetlands are approximately shown on the Wetland Basins and Areas of Concern map. It is recommended that any property close to the boundary lines of the wetland map or other low lying, undeveloped areas within Miami-Dade County receive verification from the Coastal and Wetlands Resources Section of DERM as to the presence of wetlands. Chapter 24-48 of the aforementioned Code requires that a Miami-Dade County Class IV Wetland Permit be obtained for any work in, on, or upon wetlands anywhere in Miami-Dade County, except for work in wetland areas requiring a Class I Permit. Each project will be evaluated on a case-by-case basis.

It should be noted that permits from the US Army Corps of Engineers (Corps), the State of Florida Department of Environmental Protection (DEP) and the South Florida Water Management District (SFWMD) may also be required for work within Miami-Dade County's wetland areas. The Wetland Basins and Areas of Concern map is not intended for use in determining the limits of jurisdiction for any agency. Applicants should contact the following offices to determine if DEP, the Corps, and SFWMD dredge and fill permits are needed for a particular area:

1. Army Corps of Engineers
   Miami Office – (305) 526-7181

2. Department of Environmental Protection
   West Palm Beach Office – (561) 681-6600

3. South Florida Water Management District
   West Palm Beach Office – (800) 432-2045

COMMON QUESTIONS

What is DERM?

The Department of Regulatory and Economic Resources, Division of Environmental Resources Management (DERM) was created by the Miami-Dade County Board of County Commissioners (BCC) in 1974 in order to regulate and manage activities affecting South Florida's fragile environment. The department administers pollution control and resource protection programs as well as resource enhancement, restoration and remediation programs.

What is a Class IV Wetland Permit for?

Section 24-48 of the Miami-Dade County Code requires that a Miami-Dade County Class IV Wetland Permit be obtained prior to the commencement of any work in areas that are dominated by wetland plant species as defined by Chapter 24-5 of the Code (reference Section 373.019, Florida Statutes), areas subject to prolonged periods of inundation or saturation and/or areas where hydric soils are present.

What other permits are needed before I can start work?

The following is a list of other agencies that may have jurisdiction over projects within wetlands. Please be advised that their involvement will depend upon the location, nature, type and size of the project. Please refer to the enclosed list of permitting contacts for names, addresses and telephone numbers:

1. Local Municipality (structural, zoning, building)
2. Miami-Dade County Department of Regulatory and Economic Resources Development Services Division and Building Division (if located in unincorporated Miami-Dade County)
3. South Florida Water Management District (SFWMD)
4. Florida Department of Environmental Protection (DEP),
5. U.S. Army Corps of Engineers (ACOE)

What is a short form project?

A short form project is a project in which DERM has the administrative ability to authorize the proposed work without a public hearing. However, a short form application may be elevated to the standard form process if a written objection to the project is received by DERM.

What is a standard form project?

A standard form project is any project involving work in wetlands that exceeds the thresholds detailed in Section 24-48.2(I)(A)(17) [please see page 5] that requires a public hearing. Based on a review of the proposed work, DERM makes a recommendation to the Board of County Commissioners, who in turn decides at the hearing to approve, approve with conditions or deny the project.

How long does it take to process an application?

Although the processing time may vary from project to project due to design, site conditions or project complexity, short form applications typically take from 4 to 6 weeks to process once a complete application is submitted to DERM while standard form applications may take from 10 weeks to over a year once a complete application is submitted to DERM.

How much are the permitting fees?

The application and permit fees are based on the acreage and type of wetland impact for each proposed use. Please refer to the enclosed fee schedule.

How long is the permit valid?

Short form and standard form permits are valid for 5 years from the date of issuance. However, rockmining projects are valid for 10 years from the date of issuance. If additional time is necessary to perform the work authorized by a Class IV Wetland Permit, the permit may be extended in 5 or 10 year increments provided the total time period of the extensions granted does not exceed 10 years for all projects other than rockmining and 25 years for rockmining.

What are DERM's objectives?

The main objective when reviewing Class IV applications is to determine whether the proposed project has been designed to avoid and/or minimize wetland impacts. For example, this may involve an assessment of the potential impacts to water quality or to plants and animals, as well as additional evaluation factors outlined in the Miami-Dade County Code.

What is mitigation?

In order to maintain the vital ecological functions that wetlands provide, all proposed projects that result in adverse impacts to wetlands must be mitigated. As defined by Section 24-48.4 of the Miami-Dade County Code, mitigation plans must maximize the preservation of existing natural resources In determining mitigation procedures the term mitigation includes the following methods, in the order of priority in which they should be utilized:

(1) Avoiding the impact altogether by not taking a certain action or parts of an action;

(2) Minimizing impacts by limiting the degree or magnitude of the action or its implementation;

(3) Rectifying the impact by repairing, rehabilitating, or restoring the affected environment;

(4) Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action;

(5) Compensating for the impact by replacing or providing substitute resources or environments.

After the applicant has avoided and minimized all wetland impacts by utilizing steps 1-4, and unavoidable adverse wetland impacts still exist, then step 5 should be utilized. Step 5 (Compensatory mitigation) states that the impacted wetland must be replaced or substitute resources or environments are to be provided. Compensatory mitigation can be fulfilled by purchasing mitigation credits from an approved mitigation bank, or through the restoration or enhancement of other wetland properties. Currently, Miami-Dade County has two mitigation banks that allow permit applicants to purchase credits as compensatory mitigation. The Everglades Mitigation Bank (EMB), which is located in southern Miami-Dade County, between Everglades and Biscayne National Parks, and the Hole-in-the-Donut (HID) Mitigation Bank, located in the eastern half of Everglades National Park near Long Pine Key. It is up to the applicant to propose the type of compensatory mitigation and to provide all of the ecological information necessary for the Department to determine the amount of mitigation necessary. The amount of mitigation required is determined using either the Wetland Assessment Technique for Environmental Review (WATER) for the EMB, or a ratio based analysis for the HID Mitigation Bank. The Department recommends that applicant schedule a meeting with Staff to discuss proposed mitigation plans.

SHORT AND STANDARD FORM PROJECTS

In most cases, DERM has the administrative ability to authorize the following as short form projects. If, upon application, DERM determines that the project qualifies as a standard form project, the applicant or authorized agent will be notified. Please be advised that any projects that are not specifically listed below as a short form project will be reviewed as a standard form project.

1. Clearing, farming, filling, dredging, plowing or any other work within wetlands requiring a Class IV Wetland Permit and not lying within the Bird Drive Everglades Wetland Basin or the North Trail Wetland Basin where the proposed use is consistent with existing zoning regulations and where the cumulative area upon which work will be performed does not exceed:
   - (a) One (1) acre of wetlands in areas designated as “Environmental Protection” on the current Miami-Dade County Comprehensive Development Master Plan Map, or
   - (b) Forty (40) acres of wetlands in areas designated as “Open Land” or “Agriculture” on the current Miami-Dade County Comprehensive Development Master Plan Map.
2. Rockmining in the Transitional Northeast Everglades, the East Turnpike Wetland Basin and the C-9 Wetland Basin (see the Wetland Basins and Areas of Concern map), when said rockmining has been previously approved as an unusual use by Miami-Dade County, and the design and development criteria for the proposed rockmining project does not conflict with the prior unusual use approval by Miami-Dade County.
3. Elevated boardwalks landward of the mean high water line.
4. Clearing, farming, placement of clean fill, dredging, plowing or any other agricultural site alteration within the North Trail Wetland Basin or the Bird Drive Everglades Wetland Basin (see the Wetland Basins and Areas of Concern map).
5. Clearing, placement of clean fill or dredging in wetlands associated with a modification of the Central and South Florida Flood Control Project, intended to restore historical patterns of hydrologic flow to Everglades

National Park, Florida Bay or Biscayne Bay and performed by the State of Florida or the United States Government. Modifications intended to provide additional drainage of wetland areas shall be processed as standard form permits subject to the provisions of Sec. 24-48.2 (II) (A).

6. Clearing, placement of clean fill, dredging or other work in wetlands or surface waters associated with the repair, replacement or maintenance of the Central and South Florida Flood Control Project, performed by the State of Florida or the United States Government.
7. Dredging and filling in wetlands or tidal waters for the sole purpose of environmental restoration or environmental enhancement.
8. The construction of monitoring wells or stations in wetlands or tidal waters for the purpose of environmental monitoring or research unless otherwise exempt.
9. Work in wetlands or tidal waters associated with the scientific studies conducted by public agencies, research, or academic institutions that does not otherwise qualify for approval under Section 24-48(1) or 24.48(2).
10. The minimum dredging or filling in wetlands or tidal waters necessary for the repair or replacement of utility poles and lines.
11. All other work not specifically described in the list of projects requiring a standard form permit application or qualifying for approval under Section 24-48(1) or 24.48(2).

A standard form permit application shall be required for the following types of work and for all short form permit applications for which a public hearing has been requested pursuant to Section 24-48.2(I)(B)(1).

1. Clearing, farming, filling, dredging, plowing or any other work within wetlands requiring a Class IV Permit where cumulative area upon which work will be performed exceeds:
   a. One (1) acre of wetlands in areas designated as “Environmental Protection” on the current Miami-Dade County Comprehensive Development Master Plan Map, or
   b. Forty (40) acres of wetlands in areas designated as “Open Land” or “Agriculture” on the current Miami-Dade County Comprehensive Development Master Plan Map unless otherwise noted herein.

APPLYING FOR A BINDING LETTER OF JURISDICTION

The following is a list of items necessary for DERM to process a request for a binding letter of jurisdiction. The binding letter is a written document from the Department confirming whether or not a property contains wetlands. If you have any additional questions, please contact the Coastal and Wetland Resources Section at (305) 372-6585.

LETTER OF REQUEST: The letter of request must include authorization for access by the current property owner for an on-site assessment to determine jurisdiction and the legal description and folio number(s) of the property.

BINDING LETTER FEE: The applicable binding letter of interpretation fee, made payable to Miami-Dade County, shall be submitted at the time the binding letter request is made. Please refer to the enclosed fee schedule. The fee is non-refundable, however, if the recipient of a Binding Letter of Jurisdiction applies for a Class IV Wetland Permit and the letter remains valid, the amount paid is credited toward the Application Fee.

APPLYING FOR A CLASS IV WETLAND PERMIT

The following is a list of items necessary for DERM to process a request for a Class IV Wetland Permit. If you have any additional questions, please contact the Coastal and Wetland Resources Section at (305) 372-6585.

PERMIT APPLICATION FORM: The application form located at the back of this package must be completed and signed prior to its submittal and shall include all of the necessary information. If the applicant is a corporation, partnership or homeowners association, all documents must be signed by the corporate officer, director, or president as listed in the State of Florida Corporate records. Please be advised that if a Class IV Wetland Permit application is not completed and signed prior to its submittal, the application will not be accepted and returned immediately to the applicant or consultant.

APPLICATION FEE: The applicable application fee, made payable to Miami-Dade County, shall be submitted at the time of application. Please refer to the enclosed fee schedule. Said fee is non-refundable. Please be advised that the

processing of the Class IV Wetland Permit application may not be conducted unless the required application fee is submitted along with the application.

PLANS AND SKETCHES: Three (3) complete sets of proposed construction or site alteration plans for the proposed work prepared by an engineer, architect or surveyor registered in the State of Florida are required for projects located in unincorporated Miami-Dade County. Initial plans or sketches are not required to be signed & sealed. However, they will need to be prior to permit issuance. All site plans shall be subject to review and approval by the DERM.

Site Plans and Sketches shall include the following information:

1. The location of the proposed project in relation to the section corners
2. The location and acreage of the elevated fill pad (if applicable)
3. The location and acreage of the on-site stormwater management system (if applicable)
4. The location and acreage of the on-site mitigation area (if applicable)
5. The location and acreage of the areas on-site not requiring a Class IV Wetland Permit (if applicable)
6. All cross sections shall indicate that the project and all stabilization slopes do not extend beyond the property boundaries

Please be advised that additional information may be required during the plan review process.

PLANS AND SKETCHES FOR AGRICULTURAL USE:

Plans or Sketches not prepared by a registered engineer, architect or surveyor, but drawn in sufficient detail to identify the type and location of the proposed work may be submitted for the following projects:

a. Rock plowing or other agricultural site alteration of wetlands located in the East Everglades Area of Critical Environmental Concern (see the Wetland Basins and Areas of Concern map) when the rock plowing or agricultural site alteration is allowed under the East Everglades Zoning Overlay Ordinance, or;

b. Rock plowing or other agricultural site alteration which is ancillary to an existing residence or residence under construction, when the rock plowing or other agricultural site alteration is permissible under zoning regulations existing at the time of application submission.

However, plans prepared by a registered engineer or architect will be required if any of the following items are proposed as part of the above-referenced work:

1. Construction of any roads built at elevations higher than natural surface elevations
2. Fill pads, culverts, or structures of any type
3. Excavation of any borrow pits, ditches, or canals
4. Construction of any other drainage facilities or drainage structures

The plans submitted for review are required to be in sufficient detail to demonstrate that the proposed work complies with all applicable development criteria and management practices. Please be advised that additional information may be required during the plan review process.

SUBSTANTIATING LETTER: If the project is within an incorporated area, the applicant shall submit a substantiating letter from the zoning department of the incorporated area stating that the proposed property use does not violate any zoning law. If the proposed project is located within unincorporated Miami-Dade County, a review fee will be required in order to request a substantiating letter from the Development Services Division (fee determined by their Fee Schedule). In order for the substantiating letter to be legally sufficient for this Department to accept, the written approval must include the following items:

1. The County Attorney's Office has strongly recommended that the following language be used in the written approval DERM is requesting. The correct phase, according to Section 24-48.2 of the Code of Miami-Dade County is, "The proposed usage of the property upon which the proposed work would occur does not violate any zoning law applicable to the area of the proposed work."

2. The "subject" or "regarding" statement of the written approval must describe the proposed wetland impact, including acreage, and the DERM Class IV Wetland Permit application file number.

3. The letter must be addressed to the property owner. If the owner is a corporation, partnership or homeowners association, then the letter must be addressed to the corporate officer, director, or president as listed in the State of Florida Corporate records.

WATER CONTROL SECTION APPROVAL: A written approval must be submitted from the Water Control Section for a stormwater retention plan designed by a registered engineer in accordance with the fill encroachment criteria for the relevant wetland basin.

MITIGATION PLAN: A mitigation plan for unavoidable adverse impacts to wetland resources, prepared by a qualified biologist or environmental professional.

THE FOLLOWING ITEMS MAY, AT THE DISCRETION OF DERM, ALSO BE REQUIRED FOR SHORT FORM PERMIT APPLICATIONS:

ENGINEER CERTIFICATION LETTER: This letter shall be signed and sealed by the Engineer of Record for the proposed work. Please refer to the enclosed example for the correct language.

RESTRICTIVE COVENANT: A restrictive covenant running with the land designed to protect and/or manage a designated portion of the subject property.

PERFORMANCE AND MITIGATION BOND(S): Performance or mitigation bond(s) may be required in order to ensure compliance with the permit conditions and to protect the interest of the public and of landowners in the vicinity of the work. The types of bonds that may be acceptable depending on the type of project include cash, surety or letter of credit. The required bond may remain in force for at least six (6) months after the approved completion date of work. Paperwork for each type of bond, including IRS W-9 forms, may be required. Please contact the project manager assigned to the project for additional bonding information.

COMPREHENSIVE IMPACT STATEMENT: The Director of DERM may, at his discretion, require a "Comprehensive Environmental Impact Statement" for any Class IV Wetland Permit, which may result in an adverse environmental impact on an immediate or cumulative basis. The purpose of the statement is to provide adequate information to properly evaluate the potential impacts of a proposed project, and to determine whether to approve, deny or approve subject to conditions, limitations, or restrictions. Further information on the format and guidelines for impact statements is available from the Wetlands Resources Section at (305) 372-6585.

SPECIFIC EVALUATIONS: The Director of DERM may, at his discretion, require a water quality study or biological study of the proposed project site prepared by a qualified biologist or environmental professional.

ELEVATION SURVEY: An elevation survey prepared by a registered land surveyor.

ADDITIONAL REQUIREMENTS FOR STANDARD FORM PERMIT APPLICATIONS

Permit applications for proposed work that is not specifically described under Section 24-48.2(I)(A) (see Items 1-11 on Page 4 and 5) are processed as standard form applications and require a public hearing by the Board of County Commissioners. All Items listed above must be submitted. In addition, the following items will be required for a completed standard form application:

SITE PLANS: Three (3) copies of the site plans for the proposed work in an 8 ½ X 11" format.

LIST OF ALL PROPERTY OWNERS WITHIN 300 FEET: Peel-off/stick-on labels with the names and addresses of all wetland property owners within a three hundred (300) foot radius of the proposed work. Said information is available from the latest county tax rolls.

PERMIT APPLICANT/AUTHORIZED AGENT STATEMENT: This letter shall be signed by the authorized agent or the owner of the subject property. Please refer to the enclosed example for the correct language.

CLASS IV APPLICATION REVIEW AND PROCESSING

Upon receipt of a complete Class IV Wetland Permit application:

1. DERM will notify the applicant within thirty days of any additional items that will be required for the application to be considered complete. After reviewing all documentation submitted as part of the application, making an inspection of the property, reviewing the proposed plans, conducting a biological evaluation (if required), and reviewing all applicable evaluation factors as set forth in Section 24-48.3 of the Code, DERM will inform the applicant of any changes that must be made to the application, the plans or mitigation requirements. Once a complete application is received, DERM will make a decision whether to approve, deny or approve with conditions the Class IV Wetland Permit.

2. If a request to elevate a short form permit application to a standard form permit application is made pursuant to Section 24-48.2(I)(B)(1), DERM shall submit the application to the Board of County Commissioners for a full public hearing. DERM shall make a recommendation to the Board of County Commissioners of approval, denial, or approval subject to conditions, limitations, or restrictions, based on the appropriate evaluation factors as set forth in Sec. 24-48.3 of the Miami-Dade County Code. At least seven (7) days prior to the public hearing, notice of the time and place of the hearing shall be published in a newspaper of general circulation in Miami-Dade County. The publication shall include a brief description of the proposed work to be done and the location thereof. A notice containing substantially the same information set forth in the published notice shall be mailed to those parties whose names appear on the application as the owners of all property within three hundred (300) feet of the proposed work.

3. After DERM has made a determination to approve a short form permit administratively or the Board of County Commissioners has approved a project following a public hearing (standard form), DERM shall issue the Class IV Wetland Permit. Whether issued administratively as a short form permit or as a standard form permit following a public hearing, the permit will contain conditions related to the applicant's responsibilities. A standard form permit shall be issued subject to, but not limited to, the conditions set forth in the resolution approved by the Board of County Commissioners and accompanying DERM recommendations and the requirements outlined in Section 24-48.5 of the Miami-Dade County Code. Where applicable, the conditions may be recorded in an instrument such as a deed restriction or restrictive covenant.

4. A permit fee shall be paid (see Fee Schedule, Pages 11-16) prior to permit issuance.

5. A performance or mitigation bond may be required to be posted prior to permit issuance in an amount determined by DERM. Several types of bonds may be acceptable depending on the type of project including cash, surety or letter of credit. The purpose of the bond is to guarantee compliance with the terms and conditions of the permit and to protect the interest of the public and of landowners in the vicinity of the work. The bond will normally be required to remain in effect for six (6) months after the approved completion date of the work, or longer if specified by DERM.

6. Upon compliance with all of the applicable above-listed requirements, DERM shall issue the Class IV Wetland Permit.

PERMIT EXTENSION

If a Class IV Wetland Permit is issued, the time allotted to complete the work for which the permit is issued shall be limited to the period stipulated on the permit. If an extension of time is needed, the Permittee shall request in writing a time extension from the Department **at least thirty (30) days prior to the date of expiration**. If a time extension is requested within thirty (30) days of the date of expiration or after the date of expiration, a new permit will be required for the uncompleted work.

PERMIT MODIFICATION

Under Section 24-48.13(2), modification(s) of an approved Class IV Wetland Permit must be approved by DERM. Modifications that will result in additional biological impacts will require additional mitigation. If, in the opinion of the Director or his designee, the proposed modification(s) result in a substantial change to a standard form project, a public hearing before the Board of County Commissioners will be required.

PERMIT TRANSFER

The Director or the Director's designee may approve the transfer of a Class IV Wetland Permit from a person (transferor) who has obtained the issued permit to another person (transferee). The completed application for transfer must be filed jointly in writing by the proposed transferor and transferee on or before one hundred and twenty (120) days after the date of transfer of fee simple ownership of the permitted property in order to allow the permit to remain in effect. If the transfer is not completed in accordance with the requirements for transfer pursuant to Sec. 24-48.18 of the Code of Miami-Dade County, the Class IV Wetland Permit will no longer be valid and the new owner will be required to obtain a new permit.

DEACTIVATION OF INCOMPLETE PERMIT APPLICATIONS:

DERM shall use the following procedures for the deactivation of incomplete Class IV Wetland Permit applications:

An incomplete permit application shall become deactivated thirty-six (36) months from the date the permit application was filed. Permit applications are deemed filed with the Department on the date the application is stamped received by the Department.

a. A new application shall be required for obtaining a permit for all work previously proposed under a permit application which has been deactivated.

b. The Department shall not process any permit application which has been deactivated.

SUMMARY CHECKLIST

Before submitting a Class IV Wetland Permit application, please verify that, at a minimum, you have included the following items to begin the application process:

- ☐ Completed application form
- ☐ Legal description of the property(ies) that are the subject of this application
- ☐ Three copies of site plans, prepared by an engineer, surveyor or architect registered in the State of Florida (refer to pg. 6)
- ☐ Class IV Wetland Permit application fee

Effective: October 1, 2017

****A 7.5% surcharge shall be added to all fees below****

VI. Water Management and Natural Resources Permits

A. Biological Assessment Requiring Field Inspection[2]

1. Single family — $400 (for each non-contiguous parcel)
2. Multi-family, commercial or agricultural — $795 (for each non-contiguous parcel)
3. Other (those requesting establishment of an additional wetlands management line) shall be added to the fees above — $690
4. Repeat Assessment Requiring Field Inspection — $265

E. Class IV Permit (work in freshwater wetlands)

1. Review for Expedited Administrative Authorizations

a. Scientific, water quality or geotechnical sampling and testing	$220
b. Motion Picture, television, photo or other media productions	$220
c. Exotic vegetation removal or treatment	$220
d. Work in wetlands to restrict property access	$220

2. Filling

	Size	Application Fee	Permit Fee
a. Short Form	<0.5 acres	$490	$490
	0.5-1.5 acres	$610	$530
	>1.5-15.0 acres	$200/acre ($715 min.)	$150/acre ($635 min.)
In Environmental	<1.0 acres	$2,250	$675

[2] If recipient of a biological assessment applies for Class I or Class IV Permit and the assessment remains valid, a $265 credit for single family application and $530 credit for multi-family application shall be given.

	Protection Areas			
b.	Standard Form	>10 acres	$225 /acre to max. of $9,120	$185 /acre to max of $7,600
	In Environmental Protection Areas		$225/acre ($1,140 min.)	$185/acre ($1,150 min.)

3. Rockmining/lake excavations (for each individual lake)

		Size	Application Fee	Permit Fee
a.	Short Form	0.5 acre or less	$455	$455
		0.6 - 5 acres	$610	$490
		5.1 - 50.0 acres +	$530 $115 /acre >5 acres	$490 +$150 /acre to max. of $7,600
		50.1 - 160 acres	$5,700 + $30 /acre > 50 acres	$7,600
		161.1 - 320 acres	$9,050 + $16 /acre >160 acres	$7,600
		>320 acres	$11,575	$7,600
b.	Standard Form	0.5 acre or less	$610	$455
		0.6 - 5 acres	$760	$490
		5.1 - 50.0 Acres	$760 + $145 /acre >5 acres	$490 +$150 /acre to max. of $7,600
		50.1 - 160 acres +	$ 7,215 $30 /acre >50 acres	$7,600
		161.1 - 320 acres +	$10,600 $16 /acre>160 acres	$7,600
		>320 acres	$13,100	$7,600

4. Lake excavations in conjunction with filling[3]

[3] For the purpose of this fee schedule, the maximum size of any individual lake or lake excavation and associated filling is 640acres. Any lake excavation or lake and associated filling beyond 640 acres will be assessed as a separate application and permit fee pursuant to the above schedule.

0.5 acres or less	$530	$530
More than 0.5 - 1.5 acres	$910	$610
More than 1.5 - 5.0 acres	$1,325	$760
Over 5.0 acres	$265	$190
	/acre to max. of $9,125	/acre to max. of $7,600

5. Rockplowing, Agriculture

	Size	Application Fee	Permit Fee
a. Short Form	1 acre or less	$455	$455
	1.1-5 acres	$565	$530
	Over 5 acres	$610	$530
		+ $150 per acre	+ $115 per acre
b. Standard Form		$190	$150
		/acre to max. of $8,375	/acre max. of $6,085

6. Roads

a. 1 or 2 lanes (natural grade)	$375 +$1.15 /ft. to max. of $4,570	$375 + $1.15 /ft. to max. of $3,035
b. 1 or 2 lanes (above natural grade)	$375 + 1.30 /ft. to max. of $4,570	$ 375 +$1.30 /ft. to max. of $4,570
c. Greater than 2 lanes	$375 +$1.60/ft.	$375 +$1.60/ft. to max. of

to max. of $6,875

$6,875

7. Permit renewal, minor revision, or transfer:

   a. Permit modification review 10% of combined permits and application fee or $200, whichever is greater.

   b. Permit extension review 25% of permit fee or $1,000, whichever is less

   c. Permit transfer review $175

8. Covenant Recording $200 plus actual recording fee

9. Other work

Fee shall be based upon cost of construction as per Class I Permit fee schedule.

XV. Miscellaneous Reviews

A.	Plans Not Fitting Any Other Category but Requiring Minor Department Review	$120
B.	Plans Not Fitting Any Other Category but Requiring Major Department Review	$280
C.	Binding Letter of Interpretation[1]	$160
D.	Written Administrative Approvals by the Director (Pursuant to Sec. 24-13 of the Miami-Dade County Code) Projects served by septic tanks	$300
E.	Environmental Status Review Report	$1,200
F.	Enforcement File Check	$320
G.	Premature Cancellation of Bond or Letter Credit	$250
H.	Enforcement Policy Letter	
	1. File review and site inspection only	$850
	2. Technical document review	Refer to Fee Schedule for Appropriate fee. (examples: CAR/NFAP; Environmental Audit (Phase II) Review;Risk Assessment (site specific)

[1] These fees will be applied to Class I or IV Permit application fees when letter recipient applies for permits if the letter is still valid.

Review; Petroleum Contamination Cleanup Plan Review

I. Stormwater Utility Fee Balance Request $5.00

J. Initial Assessment for Determination of Tree Preservation Requirements

For properties not within natural forest communities:

a. Single family $140
b. Multi-family, commercial or agriculture $690

K. Enforcement Database Search Report $60

XVI. After-the-Fact Plan Reviews

A penalty fee amounting to 100% of the original fee, plus departmental administrative enforcement costs of $100 for each official notice of violation issued prior to compliance shall be assessed for approvals issued after the regulated action has occurred. For commercial or corporate entities an additional penalty will be imposed reflecting previous after-the-fact permits. An amount equivalent to the original fee times the number of after-the-fact reviews previously performed for the entity shall be added to the regular after-the-fact fee.

XVII. Plan Reviews for Revisions to Previously Approved Plans, Unless Otherwise Noted

50% of original fee (min. of $50)

XVIII. Review of second submittal of Item(s) Originally Disapproved, Unless Otherwise Noted

50% of original fee (min. of $50)

XXII. Enforcement of Covenant Provisions

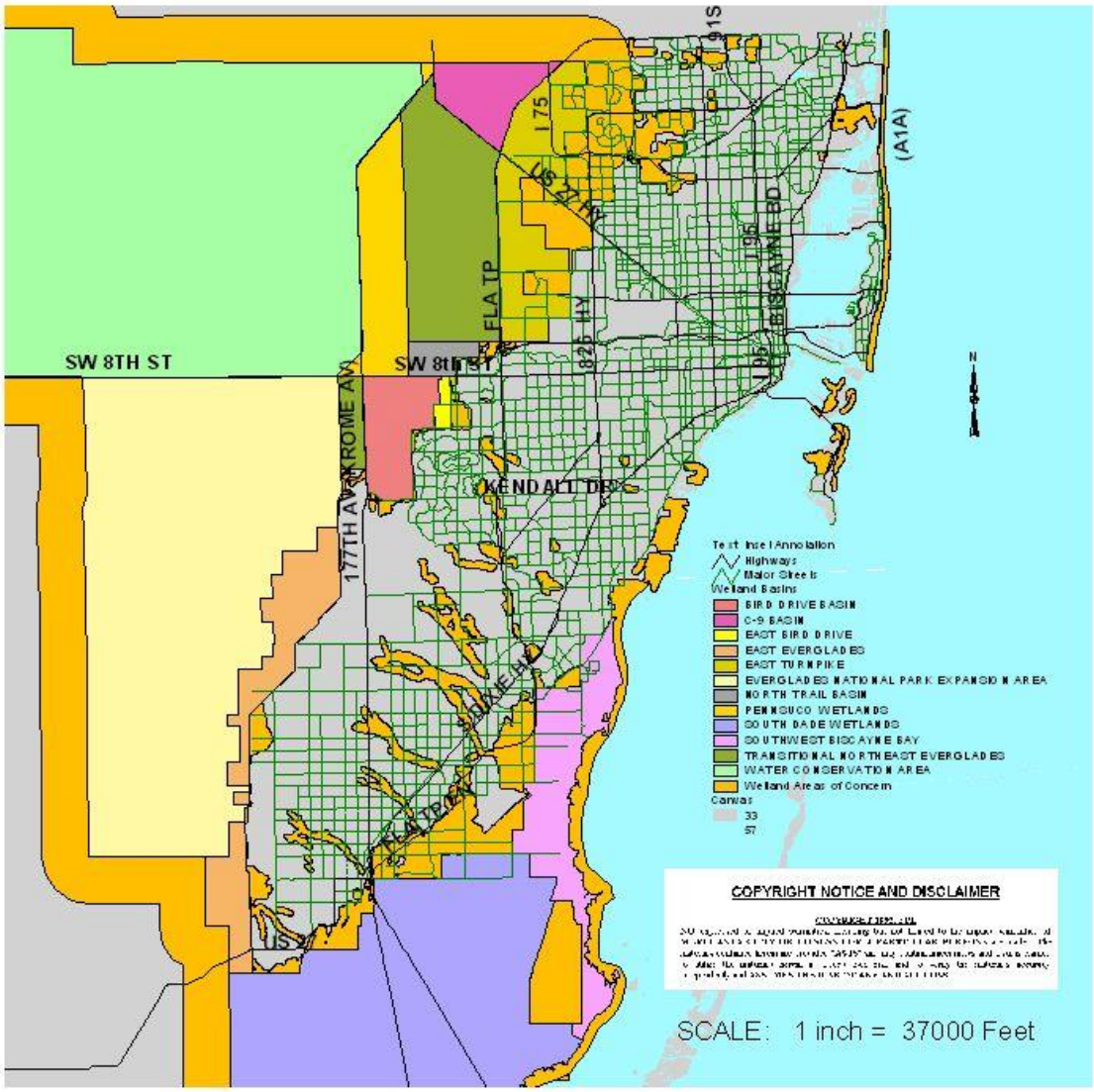
Annual inspection of facilities/properties to determine compliance with covenant provisions and for which no other operating permit is required $125

XXIV. After-the-Fact Permits

A penalty fee amounting to 100% of the original fee and permit fee, plus departmental administrative enforcement costs of $100 for each official administrative order to correct issued prior to compliance, is to be assessed for permits applied for and issued after the regulated action has occurred. For commercial or corporate entities an additional penalty will be imposed reflecting

previous after-the-fact permits. An amount equivalent to the original application fee and permit fee times the number of after-the-fact permits previously issued to the entity shall be added to the regular after-the-fact fee.

Wetland Basins and Areas of Concern



The boundaries shown on the Wetland areas of concern layer are approximate and are not intended to represent the extent of all wetlands, nor are all wetland areas shown. This map is NOT INTENDED TO BE USED TO DETERMINE THE LOCATION OF JURISDICTIONAL WETLANDS or for regulatory purposes. For further information contact DERM, Wetland Resources Section (305) 372-6585.

Class IV
Permit Application

FOR DEPARTMENTAL USE ONLY	Updated 09/09
Date Received:	**Application Number:** **Application Fee:**

Application must be filled out in its entirety. Please indicate N/A for non-applicable fields.

1. Applicant Information:

Name: _____

Address: _____

_____Zip Code: _____

Phone #:_____ Fax#: _____

Email: _____

*** This should be the applicant's information for contact purposes.**

2. Applicant's Authorized Permit Agent:

Agent is allowed to process the application, furnish supplemental information relating to the application and bind the applicant to all requirements of the application.

Name: _____

Address: _____

_____Zip Code: _____

Phone #:_____ Fax #:_____

Email: _____

3. Location where proposed activity exists or will occur (latitude and longitude are only necessary for properties without address or folio #):

Folio #(s): _____ Latitude: _____ Longitude: _____

Street Address: _____ Section: _____ Township: _____ Range: _____

In City or Town: _____ Near City or Town: _____

4. Describe the proposed activity (check all that apply):

- ☐ Agriculture
  - ☐ Row Crops
  - ☐ Fruit Grove
  - ☐ Field Nursery - At Grade
  - ☐ Field Nursery - Row and Furrow
  - ☐ Container Nursery
  - ☐ Shade House Nursery
  - ☐ Drainage Features
  - ☐ Other: _____
- ☐ Excavation/Dredging (See Box 6)
  - ☐ Lake Excavation
  - ☐ Drainage Features
  - ☐ Rock Mining
- ☐ Filling
  - ☐ Limerock
  - ☐ Soil/Muck
  - ☐ Sand
  - ☐ Marl
  - ☐ Clay
  - ☐ Stone
  - ☐ Concrete Rubble

☐ Other: _____

Total Property size: _____ acres Wetland acreage proposed to be impacted: _____ acres

Are you seeking an after-the-fact approval for any portion of the work (ATF)? ☐ Yes ☐ No

5. Proposed Use (check all that apply):

- ☐ Single Family
- ☐ Multi-Family
- ☐ Private
- ☐ Public
- ☐ Agricultural
- ☐ Commercial
- ☐ Industrial
- ☐ Utility
- ☐ Other

6. If the proposed work relates to Excavation/Dredging as indicated in Box 4 above, provide the following information:

Proposed acreage of excavation: _____ acres

Proposed depth of excavation: _____ feet below ground surface

Proposed acreage of backfill area: _____ acres (if applicable)

7. List all permits or certifications that have been applied for or obtained for the above referenced work:

Issuing Agency	Type of Approval	Identification Number	Application Date	Approval Date

8. Contractor Information (If known):

Name: _____License # (County/State):_____

Address: _____Zip Code: _____

Phone #:_____ Fax #:_____ E-mail:_____

9. <u>IMPORTANT NOTICE TO APPLICANTS</u>: The written consent of the property owner is required for all applications to be considered complete. Your application WILL NOT BE PROCESSED unless the Applicant **and** Owner Consent portion of the application is completed below. You have the obligation to apprise the Department of any changes to information provided in this application.

Application is hereby made for a Miami-Dade County Class IV permit to authorize the activities described herein. I agree to or affirm the following:

- I possess the authority to authorize the proposed activities at the subject property, and
- I am familiar with the information, data and plans contained in this application, and
- To the best of my knowledge and belief, the information, data and plans submitted are true, complete and accurate, and
- I will provide any additional information, evidence or data necessary to provide reasonable assurance that the proposed project will comply with the applicable State and County water quality standards both during construction and after the project is completed, and
- I am authorizing the permit agent listed in Section 2 of this application to process the application, furnish supplemental information relating to this application and bind the applicant to all requirements of this application, and
- I agree to provide access and allow entry to the project site to inspectors and authorized representatives of Miami-Dade County for the purpose of making the preliminary analyses of the site and to monitor permitted activities and adherence to all permit conditions.

A. <u>IF APPLICANT IS AN INDIVIDUAL</u>

_____ _____ _____

Signature of Applicant | Print Applicant's Name | Date

B. <u>IF APPLICANT IS OTHER THAN AN INDIVIDUAL OR NATURAL PERSON</u>
(Examples: Corporation, Partnership, Trust, LLC, LLP, etc.)

_____ _____ _____

Print Name of Applicant (Enter the complete name as registered) | Type (Corp, LLC, LLP, etc.) | State of Registration/Incorporation

Under the penalty of perjury, I certify that I have the authority to sign this application on behalf of the Applicant, to bind the Applicant, and if so required to authorize the issuance of a bond on behalf of the Applicant. (If asked, you must provide proof of such authority to the Department*). <u>*Please Note: If additional signatures are required, pursuant to your governing documents, operating agreements, or other applicable agreements or laws, you must attach additional signature pages. ***</u>**

_____ _____ _____ _____

Signature of Authorized Representative | Print Authorized Representative's Name | Title | Date

C. <u>IF APPLICANT IS A JOINT VENTURE</u> Each party must sign below (If more than two members, list on attached page)

_____ _____ _____

Print Name of Applicant (Enter the complete name as registered) | Type (Corp, LLC, LLP, etc.) | State of Registration/Incorporation

_____ _____ _____

Print Name of Applicant (Enter the complete name as registered) | Type (Corp, LLC, LLP, etc.) | State of Registration/Incorporation

Under the penalty of perjury, I certify that I have the authority to sign this application on behalf of the Applicant, to bind the Applicant, and if so required to authorize the issuance of a bond on behalf of the Applicant. (If asked, you must provide proof of such authority to the Department*). <u>*Please Note: If additional signatures are required, pursuant to your governing documents, operating agreements, or other applicable agreements or laws, you must attach additional signature pages. ***</u>**

_____ _____ _____ _____

Signature of Authorized Representative | Print Authorized Representative's Name | Title | Date

_____ _____ _____ _____

Signature of Authorized Representative | Print Authorized Representative's Name | Title | Date

10. WRITTEN CONSENT OF THE PROPERTY OWNER FOR THE PROPOSED WORK LOCATION

I/We are the fee simple owner(s) of the real property located at _____ Miami-Dade County, Florida, otherwise identified in the public records of Miami-Dade County as Folio No. _____. I am aware and familiar with the contents of this application for a Miami-Dade County Class IV Permit to perform the work on the subject property, as described in Section 4 of this application. I hereby consent to the work identified in this Class IV Permit application.

A. IF THE OWNER IS AN INDIVIDUAL

_____ _____ _____
Signature of Owner Print Owner's Name Date

_____ _____ _____
Signature of Owner Print Owner's Name Date

B. IF THE OWNER IS OTHER THAN AN INDIVIDUAL OR NATURAL PERSON
(Examples: Corporation, Partnership, Joint Venture, Trust, LLC, LLP, etc.)

_____ _____ _____
Print Name of Applicant (Enter the complete name as registered) Type (Corp, LLC, LLP, etc.) State of Registration/Incorporation

_____
Address of Owner

Under the penalty of perjury, I certify that I have the authority to sign this application on behalf of the Owner, to bind the Owner, and if so required to authorize the issuance of a bond on behalf of the Owner. (If asked, you must provide proof of such authority to the Department). ***Please Note: If additional signatures are required, pursuant to your governing documents, operating agreements, or other applicable agreements or laws, you must attach additional signature pages. **

_____ _____ _____ _____
Signature of Authorized Representative Print Authorized Representative's Name Title Date

_____ _____ _____ _____
Signature of Authorized Representative Print Authorized Representative's Name Title Date

Please Review Above

Appropriate signature(s) must be included in:

Box 9: either A, B **or** C

AND

Box 10: either A **or** B

Class IV Permit Application Additional Signatures Page

(Please attach to Class IV permit application)

Applicant Name: _____

Owner Name: _____

Project Location: _____

Additional signatures for: ☐ **Applicant**
☐ **Owner**

1. IF THE APPLICANT/OWNER IS AN INDIVIDUAL

Signature of Applicant/Owner	Print Name of Applicant/Owner	Date

2. IF THE APPLICANT/OWNER IS OTHER THAN AN INDIVIDUAL OR NATURAL PERSON
(Examples: Corporation, Partnership, Trust, LLC, LLP, etc.)

Print Name of Applicant/Owner (Enter the complete name as registered)	Type (Corp, LLC, LLP, etc.)	State of Registration/Incorporation

Under the penalty of perjury, we certify that we have the collective authority to sign this application on behalf of the Applicant/Owner, to bind the Applicant/Owner, and if so required to authorize the issuance of a bond on behalf of the Applicant/Owner. (If asked, you must provide proof of such authority to the Department*).* ***Please Note: If additional signatures are required, pursuant to your governing documents, operating agreements, or other applicable agreements or laws, you must attach additional signature pages. **

Signature	Print Name	Title	Date

PERMIT APPLICANT/ AUTHORIZED AGENT STATEMENT

Date: _____, 20

Miami Dade County Department of Regulatory and Economic Resources
Wetlands Resources Section
701 NW 1st Court
Miami FL, 33136

Re: Class IV Standard Form Permit Application Number

By the attached Class IV Standard Form permit application with supporting documents, I, _____, am the Permit Applicant/Applicant's Authorized Permit Agent (circle one) and hereby request permission to perform the work associated with Class IV permit application _____. I understand that a Miami-Dade County Class IV Standard Form Permit is required to perform this work.

If approval is granted for the proposed work by the Board of County Commissioners, complete and detailed plans and calculations of the proposed work shall be prepared by an engineer registered/licensed in the State of Florida in accordance with the minimum requirements of Chapter 24 of the Code of Miami-Dade County, Florida. Said plans and calculations shall be subject to the review and approval of the Department of Regulatory and Economic Resources. The permit applicant will secure the services of an engineer registered/licensed in the State of Florida to conduct inspections throughout the construction period, and said engineer shall prepare all required drawings of record.

Respectfully submitted,

_____
(Permit Applicant's name), Permit Applicant

_____
(Authorized Agent's name), Authorized Agent

ENGINEER LETTER OF CERTIFICATION

Note: Please insert applicable information

[Date]

Miami-Dade County Department of Regulatory and Economic Resources
Wetlands Resources Section
701 NW 1st Court, Suite 600
Miami, Florida 33136

RE: Class IV Short/Standard Form Permit Application Number_____,
_____(insert description of proposed work)

Ladies and Gentlemen:

This letter will certify that I am an engineer licensed in the State of Florida, qualified by education and experience in the area of engineering design and inspection, and that to the best of my knowledge and belief, the proposed work does not violate any laws, rules or regulations of the State of Florida or any provision of the Code of Miami Dade County which may be applicable, that diligence and recognized standard practices of the engineering profession have been exercised in the engineer's design of the proposed work, and in my opinion based upon my knowledge and belief, the following will not occur:

a. Harmful obstruction or undesirable alteration of the natural flow of the water within the area of the proposed work.

b. Harmful or increased erosion, shoaling of channels or stagnant areas of water. (Not applicable to class IV permits)

c. Material injury to adjacent property.

d. Adverse environmental impacts from changes in water quality or quantity. (Applicable to class IV permits only)

Further, I have been retained by the applicant to provide inspections throughout the construction period and to prepare a set of reproducible record prints of drawings showing changes made during the construction process based upon the marked-up prints, certified surveys, drawings, and other data furnished by the contractor to me.

Sincerely,

[SIGNATURE]

[Print Name, P.E.]

[P.E. #]