



Permit # _____

PERMIT EXPIRES IN 30 DAYS

CITY OF WINTER PARK
BUILDING & PERMITTING SERVICES DEPARTMENT
permits@cityofwinterpark.org

*****SEVEN SETS OF PLANS NEED TO BE SUBMITTED AT TIME OF APPLICATION *****

EXCAVATION/LANDFILL PERMIT APPLICATION
Permit Fee: \$50 for 40 cu yards or less
\$100 for over 40 cu yards

Tax ID# _____

Date Received _____ Job Address _____

Legal Description _____

Owner _____ Telephone # _____

Owner's Address _____

Building Contractor: _____ Telephone# _____

Email address: _____

Excavation Contractor: _____ Telephone# _____

Address: _____ Email _____

PROVIDE TOPOGRAPHIC SURVEY SHOWING EXISTING AND PROPOSED CONTOURS AND DEPTH OF FILL. IF DEMUCKING SHOW AREA AND DEPTH OF DEMUCKING. PROVIDE A SURVEY OF PROPERTY INCLUDING A TREE SURVEY. PROVIDE DRAINAGE SYSTEM DETAILS. PLEASE SUBMIT SEVEN SETS OF ALL THESE ITEMS.

Description and Amount of Materials to be used:

Traffic Controls Required: _____

Drainage or Storm Water Control Required: _____

COMPLY WITH ALL REQUIREMENTS ON REVERSE SIDE OF THIS APPLICATION

Police Dept. Approved Disapproved Date _____

Public Works Approved Disapproved Date _____

Parks/Forestry Dept. Approved Disapproved Date _____

Planning (Lakefront) Approved Disapproved Date _____

Conditions _____

Bldg Official _____
Date _____

DIVISION 5. LAND FILLING AND EXCAVATION

Sec. 58-261. Purpose and intent.

It is the intent of this division to insure that the filling, excavation or replacement of any material over 20 cubic yards on a property will not significantly change the elevation of the property, alter the drainage of the land, affect the character of the neighborhood or impact trees on or adjacent to the property.

Sec. 58-262. Fill or excavation permit.

(a) A permit shall be required as a prerequisite to any land fill or excavation operation unless a building permit has been issued which would include a land fill or excavation operation. An application for a permit shall be filed with the code enforcement department along with a fee established by the city commission.

(b) An applicant must submit a topographic map and section drawing showing the existing and proposed contours and drainage system, the type of material to be used, and a written explanation of the necessity for the permit.

(c) Before a permit is granted, the application for a land fill or excavation permit must be approved by the public works department, code enforcement department, parks and recreation department, and the police department.

(d) As a condition of granting the permit, the code enforcement department may require the applicant to conduct soil boring tests and furnish the results to the code enforcement department for the purpose of determining the suitability of a land fill or excavation operation, and the code enforcement department may also require the applicant to furnish any other engineering data reasonably necessary to determine the appropriateness of a land fill or excavation operation.

(e) Any permit issued under this division shall expire 30 days after issuance.

(f) In determining whether an application for a permit should be granted, the code enforcement department may consider the effect on the elevation of the property, on the drainage of the land, on the character of the neighborhood, on trees located on or adjacent to the property and any other factors which bear on the public health, safety and welfare.

Sec. 58-263. Special traffic control measures.

In the event the police department determines that a land fill or excavation operation will result in traffic problems, the police department may require, as a condition of approval of the application, that the applicant provide special traffic control measures.

Sec. 58-264. Loss or damage to streets.

In the event the public works department determines that a land fill or excavation operation presents a potential hazard to the streets, the public works department may require the applicant to furnish an appropriate bond from an accredited bonding company insuring the city against loss or damage to the streets.

Sec. 58-265. Control of drainage.

The public works department may also require, as a condition to the approval of a permit, that the applicant provide special controls such as a catch basin or extension of storm sewer for the purpose of controlling drainage. The operation must also conform to the soil erosion and sedimentation control provisions of this chapter.

Sec. 58-26 58-280.