

ENVIRONMENTAL SERVICES - RESOURCE PROTECTION  
APPLICATION SUPPLEMENT FOR THE JOINT FILING OF WNCA  
MINOR/GENERAL WORK AND BUILDING PERMIT APPLICATIONS

For the construction of new docks, fishing piers, boat-lifts, davits, boathouses, modifications, repairs, and/or bulkhead repairs, retaining walls, rock revetments, maintenance dredging, etc.

The permit application should contain the following:

- 1. **ORIGINAL AND ONE COPY OF THE COMPLETED BUILDING/WNCA JOINT APPLICATION** and two copies of the following drawings and general application requirements:
  - a. Location Sketch showing adjacent properties and ownership, project site, with north arrow streets and waterway identification, including all navigation channels.
  - b. Plan View of the project site and adjacent shoreline properties.
  - c. Cross-Sectional View of the proposed work that is signed and sealed by a professional engineer consistent with the attached specific requirements. Included should also be construction detail enlargements by professional engineer or manufacturer, showing typical connections, materials utilized, bracing, and manufacturer specifications including foundation design and/or engineered design specifications for concrete piles and docks. Please note that all concrete is to be a minimum 5,000 p.s.i. for salt or brackish waters.  
  
NOTE: All drawings must be consistent with the Specific Requirements for application drawings on Pages 2 and 3 of this supplement.
  - d. Work Description detailing construction processes and equipment to be used.
- 2. **PROOF OF PROPERTY OWNERSHIP** of the property to be developed (i.e., deed or recent property tax receipt), parcel identification number and legal description of the property including any submerged lands
- 3. **COPY OF PERMIT APPLICATION AS SUBMITTED TO FDEP AND/OR ACOE, OR APPROVED PERMIT, IF AVAILABLE.** Contact these agencies for more information regarding their permitting processes, to the following locations:  
  
Florida Department of Environmental Protection (FDEP), 13051 N. Telecom Parkway, Temple Terrace, Florida, 33637, 813-632-7600; and  
  
U. S. Army Corps of Engineers (ACOE), 10117 Princess Palm Ave., Suite 120, Tampa, Florida, 33610-8302, 813-769-7070.
- 4. **\$200.00 NON-REFUNDABLE REVIEW FEE.** This fee is due at the time of application submittal. Additional permit fees will be due upon permit issuance.

**NOTE:**

- a. Construction shall not commence prior to issuance of permit. Any deviation from the permitted construction will invalidate the permit and subject the owner (s) to criminal and/or civil prosecution pursuant to the Sarasota County Code, Chapter 54, Article XX, WNCA Code.
- b. For Building Code compliance and structural safety, the installation of water and/or electric on boat dock structures, a separate Building Permit from Sarasota County Planning & Development Services, Permitting and Inspection Services office, is also necessary: North County, 1301 Cattlemen Road, Bldg. A, Sarasota, Florida 34232-6299, or South County, 4000 Tamiami Trail South, Room 122, Venice, Florida 34293.

## SPECIFIC REQUIREMENTS FOR APPLICATION DRAWINGS

Please note that the following requirements for application drawings are only intended as guidelines for your use. Additional information may be required by the County in order to evaluate the proposal in reference to specific site conditions.

### DOCKS AND OTHER SIMILAR STRUCTURES

**PLAN VIEW** shall at least include, but is not limited to the following:

- distance of structures from mean high water line (MHWL),
- location and dimensions of existing and proposed docks, pilings, boat-lifts, etc.,
- width of waterway,
- length and width of access ramp and main platform,
- distance to mooring pilings, property lines, Intracoastal Waterway (ICW), and any other navigational channels,
- water depths relative to mean low water (MLW) from shoreline to channel and within proposed mooring areas,
- length of owner's shoreline,
- riparian line setbacks (a certified riparian rights survey by a professional land surveyor may be required),
- Affidavit of No Objection, if needed,
- existing native habitats and any proposed impacts,
- mitigation plan if any impacts to native habitats are proposed,
- the location of the approximate MHWL or ordinary high water line (OHWL) and shoreline vegetation,
- location of silt screens, hay bale assemblies, and/or other means of controlling turbidity or sediment transport.

**CROSS-SECTIONAL VIEW** shall at least include, but is not limited to the following:

- the elevation line for MHWL or OHWL,
- depth of piling or wall penetration, depth of water at mean low water, height of structure(s) above MHWL,
- deck spacing and plank width,
- materials to be utilized.

### REVETMENTS, BULKHEADS AND RETAINING WALLS

**PLAN VIEW** shall at least include, but is not limited to the following:

- location, length, and width of structure relative to MHWL, shoreline vegetation, buildings and other similar structures, top of bank, etc.,
- existing native habitats and any proposed impacts,
- location of silt screens, hay bale assemblies, and/or other means of controlling turbidity or sediment transport,
- shoreline enhancement/softening plan,
- mitigation plan if any impacts to native habitats are proposed.

**CROSS-SECTIONAL VIEW** shall at least include, but is not limited to the following:

- elevations at toe and top of revetment referenced to MHWL and to all wetland vegetation,
- slope of revetment (slope of all rock revetments must not be greater than 2 feet horizontal to 1 foot vertical),
- elevations of toe and top of retaining wall, bulkhead, referenced to MHWL and to all wetland vegetation, materials to be utilized,
- indicate filter cloth location, size, type of rock, panels, footers, tie-backs, dead-men, etc.

All shoreline stabilization structures shall not extend waterward of the MHWL and all wetland vegetation. In addition, vertical bulkheads and retaining walls require plans prepared and sealed by a professional engineer for the structural design, including calculations for all load carrying elements and connections.

## **DREDGING AND FILLING**

**PLAN VIEW** shall at least include, but is not limited to the following:

- plans must be prepared and sealed by a registered professional engineer,
- indicate existing and proposed elevations and depths, including depth of silt (if any),
- indicate location and describe method of dredging, spoil disposal, and dewatering details,
- describe water quality monitoring, water quality control, methods, and indicate monitoring stations,
- Best Management Practices (e.g., turbidity curtains),
- submit a copy of applications to State and Federal authorities for same work,
- provide detailed and supporting documentation of ownership of submerged bottom lands, if any,
- dredging must be setback a minimum of 10' from all native habitats (i.e., seagrasses, mangroves, oyster beds, etc.),
- existing native habitats and any proposed impacts,
- mitigation plan if any impacts to native habitats are proposed,
- indicate the controlling water depth within the ingress/egress of the site.

**CROSS-SECTIONAL VIEW** shall at least include, but is not limited to the following:

- plans must indicate existing and proposed elevations and depths, including depth of silt (if any), note that core borings may be required in order to determine sediment layers and previous dredge depths,
- indicate extent (location, width, depth, etc.) of previous dredging,
- plans must be prepared and sealed by a registered professional engineer.

Please submit any written documentation (i.e., Federal, State, and County permits) that supports previous dredge/fill events. Only maintenance dredging to original permitted depths is allowed, or to the controlling depths to the nearest channel, whichever is less.

**No new dredging, or dredging deeper than original permitted depths,  
is allowed under a General/Minor Work Permit.**

**ADDITIONAL INFORMATION MAY BE REQUIRED DEPENDING ON  
SITE CONDITIONS AND PROJECT DETAILS**

### **For more information contact**

Environmental Services/Resource Protection at 941-861-5000 or  
visit Resource Protection offices at the following locations:

North County - 1301 Cattlemen Rd., Bldg. D, Sarasota, FL 34232  
South County - 4000 S. Tamiami Trail, Room 122, Venice, FL 34293

Project Owner/Applicant(s) Name \_\_\_\_\_

**SWORN AFFIDAVIT OF NO OBJECTION**

(This document should not be signed by the owner/applicant)

This document is required only if your proposed dock, boat-lift, or mooring structure is located within 25 feet of riparian or property lines extended or within 10 feet for marginal docks located within upland cut canals. This Affidavit of No Objection must be signed by **all affected property owners adjacent to the owner/applicant's property**. The Affidavit must be recorded by the Clerk of the Circuit Court, in the Official Records of Sarasota County, at the Sarasota County Courthouse, 2000 Main Street or the South County Administration Center, 4000 Tamiami Trail South, Venice.

**STATE OF FLORIDA AND COUNTY OF SARASOTA**

Before me personally appeared:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Who, being by me first duly sworn, depose and say:

1. That they are the owners of record of the property described below; and
2. That upon review of the proposed dock (see attached proposed plan labeled "**Exhibit A**" and dated \_\_\_\_\_), offer(s) no objection to the location of the proposed dock location as it relates to common property lines, riparian lines, and/or lot lines extended into water.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

STATE OF FLORIDA  
COUNTY OF SARASOTA

Affirmed and subscribed before me this \_\_\_\_\_, day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_, who is personally known to me or has produced identification \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Commission No.

(Notary Stamp)

**LEGAL DESCRIPTION OF PROPERTY OWNED BY AFFIANT.** Subdivision, Lot #, Block, Unit, Plat Book and Page, or metes and bounds (attach as "Exhibit B" if necessary).

**SUBMIT A CERTIFIED COPY OF THIS RECORDED AFFIDAVIT TO RESOURCE PROTECTION AT ANY OF THE FOLLOWING LOCATIONS:**

North County, 1301 Cattlemen Road, Building D, Sarasota, Florida 34232-6226, or  
South County, 4000 Tamiami Trail South, Room 122, Venice, Florida 34293