



LAND ALTERATION PERMIT APPLICATION

DATE: COMMERCIAL RESIDENTIAL PROJECT NUMBER:
(PLEASE CIRCLE ONE)

PROJECT NAME:

Parcel Identification Number

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Size of Project:
 ACRES

Range (2digits)	Township (2digits)	Section (2digits)	Subdivision (6digits)	Parcel (6digits)
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Number of Units:	Number of Stories:
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

Site Location/Driving Instructions:

Description:

Total Value of the Construction of land being altered: \$

OWNER NAME: **OWNER INFORMATION** **OWNER PHONE NUMBER:**

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OWNER ADDRESS:

COMPANY NAME: **CONTRACTOR**

PHONE NUMBER:	NAME OF LICENSE HOLDER:

DEVELOPER INFORMATION

DEVELOPER NAME:

COMPANY NAME: **PHONE NUMBER:**

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(OWNER OR AGENT)

Signature: _____ Date: _____

The foregoing instrument was acknowledged before me this _____ day of

STATE OF FLORIDA, _____, 20__ By _____

COUNTY OF POLK Who produced the following identification:

NOTARY: _____

*****THIS SECTION FOR OFFICE USE ONLY*****

APPROVED BY:	DATE:

Land Alteration Permit Number

PERMIT FEE: \$

SUBMITTAL REQUIREMENTS:

- A. Completed application (this form).
- B. Itemized estimate of construction costs for land being altered. 2 copies required.
- C. Construction time line showing any phasing of improvements. 2 copies required.
- D. Fee as required per Section 23-242 (City of Lake Wales Code of Ordinance)
- E. Land Alteration construction plans prepared and signed by a registered professional engineer. : **8** copies required. Plans shall include site plans drawn to scale, showing the location and area to be affected and by drawings showing cross section of areas proposed for filling or excavation:
(a) project name, (b) legal description & parcel identification number, (c) Grading Plans (Grading Plans shall indicate existing topography and illustrate all proposed changes), (d) Topography – Contour intervals of one foot, except where determined to be unreasonable by the city engineer, and flood zone boundaries. All elevations shall be referenced to United States Geological Survey datum., (e) Soil Classification, (f) Lot grading plan. Pad elevations and spot elevation of lot corner and midpoint or side lot lines, (g) Erosion control plan, (h) Elevation & drainage data, (i) tree survey
- F. Copy of reservation of capacity for public facilities pursuant to sec. **23-704** (concurrency)
2 copies required.
- G. Permits from other agencies as applicable. *If such permits have not been issued at the time of application* for a LAND ALTERATION PERMIT, then copies of all required permits shall be submitted *prior* to the *issuance* of the LAND ALTERATION PERMIT. Required permits shall include:

Southwest Florida Water Management (SWFWMD) permit.

National Pollution Discharge Elimination Permit (NPDES)

Department of Environmental Protection (DEP) sewer construction application.

Department of Transportation (DOT) access permit, if applicable.

Polk County Highway Department concurrency certification.

Florida Department of Health water construction application.

Sec. 23-215. Land alteration permit.

Sec. 215.1 Applicability

A land alteration permit is required prior to undertaking activities listed below unless the activity is specifically authorized under a site development permit pursuant to sec. 23-217 or the site is a single family lot. A land alteration permit is intended for authorizing site work not related to imminent development of the land. It may be used to prepare land for agricultural use, improve the appearance or conditions of a property or to prepare land for sale or for future development. For site work in preparation for development, a site development permit is required, pursuant to sec. 23-217, following the approval of a preliminary site plan, subdivision, or planned development project plan. The removal of trees requiring a tree removal permit pursuant to sec. 23-214 may be authorized under a land alteration permit if warranted under the provisions of that section; however, it is the intent of this chapter that the removal of trees from a site, other than a single family lot, to be developed in future be undertaken consistent with an approved preliminary plan (site plan, subdivision, or planned development project) and site development permit pursuant to sec. 23-217.

- I. *Massive clearing of vegetation*, including clearing or grubbing of more than 5,000 square feet of land, but not including mowing and cutting of brush for maintenance.
- II. *Excavation or filling*, defined as the removal or placement of more than 100 cubic yards of earth or the alteration of the elevation of more than 1,250 square feet of land area more than two feet. The application shall be accompanied by a site plan, drawn to scale, showing the location and area to be affected and by drawings showing cross-section of areas proposed for filling or excavation. Additional information such as elevation and drainage data and tree survey may be required by the administrative official if necessary to adequately predict the consequences of the proposal. (See section 23-302).

Sec. 23-215.2 Application

Application shall be made on forms supplied by the administrative official and shall be accompanied by the fee as set forth in Sec. 23-242.

Sec. 23-215.3 Permit

The administrative official and the director of public works, as applicable, shall review and act upon land alteration permit Applications in accordance with sec. 23-215 and Article III, Division 1, as applicable.