



Growth Management Department
 Land Development Division
 120 Malabar Road, SE
 Palm Bay, FL 32907
 (321) 733-3042; Fax (321) 953-8920
 www.palmbayflorida.org

SITE WORK PERMIT APPLICATION

<p>PROJECT INFORMATION</p> <p>Site Plan Number _____ Project Name _____ Site Address _____ _____</p> <p>Lot or Parcel Id # _____ Block # _____ Subdivision _____ Township _____ Range _____ Section _____</p> <p>Site Plan Approval Date _____ Proposed Site Work _____ _____</p> <p>Total Site Area (acres) _____ Total Area - Limits of Clearing (acres) _____ Purpose of Tree Removal _____ _____</p> <p>Proposed Construction Date: Start _____ Finish _____</p>	<p>OWNER INFORMATION</p> <p>Owner _____ Address _____ _____ Zip _____ Phone _____ Fax _____ Contact _____</p> <p>CONTRACTOR INFORMATION</p> <p>Contractor _____ Address _____ _____ Zip _____ E-mail _____ 24hr Emergency Contact Number: Phone _____ Fax _____ Contact Person _____</p> <p>ENGINEER-OF-RECORD INFORMATION</p> <p>Name _____ Company _____ E-mail _____ Phone _____ Fax _____</p>
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I hereby certify that information provided in this permit application is true and correct. I have read and agree to the permit conditions stated herein. All required information has been provided. All site work is to be done according to the approved site and landscape plans and City Code provisions.

X _____
 Print Name and Signature of Applicant _____ Date of Application _____

ALWAYS KEEP A COPY OF THIS PERMIT ON-SITE.

<p>FOR OFFICIAL USE</p> <p><input type="checkbox"/> SITE WORK Pre Site Work Meeting Required _____ Meeting Date _____</p> <p><input type="checkbox"/> TREE REMOVAL Permit issued to remove _____ trees/acre Fee Amount \$ _____ Receipt # _____ Receipt Date _____</p> <p>X _____ Permit Issued By _____</p>	<p>SEE PAGE 2 FOR PERMIT TERMS AND CONDITIONS.</p> <p>INSPECTION Tree Protection Installed _____ Erosion Control Installed _____ Maintenance of Traffic Installed _____ Date of Inspection _____ Inspector _____</p> <p>ATTACHMENTS Approved Plan _____ Land Survey _____ Landscape Plan _____ Others _____</p> <p>_____ Date Issued _____</p>
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PERMIT TERMS AND CONDITIONS

SITE WORK

1. This permit allows the permittee to proceed with the site clearing activities for construction of commercial projects, residential /commercial subdivision and other proposed land development.
2. An authorization letter from the owner to apply for this permit is required if the applicant is other than the owner.
3. A copy of the Notice of Commencement from the St. Johns River Water Management District (SJRWMD) or a copy of exemption letter is required prior to inspection.
4. A copy of the National Pollutant Discharge Elimination System permit (NPDES) and Notice of Intent (NOI) from Florida Department of Environmental Protection (FDEP) and Stormwater Pollution Prevention Plans (SWPPP) are required before work begins on-site.
5. A copy of the schedule of work is required prior to inspection.
6. Silt fence, temporary entrance and erosion control measures (best management practices) must be installed per the approved site plan, Stormwater Pollution Prevention Plan (SWPPP) and Florida Department of Transportation (FDOT) specifications on-site prior to inspection and remain in place during construction. The limits of construction on-site must be clearly designated. Any work outside the limits of construction is a violation of this permit.
7. Keep a copy of this permit at the construction site. A construction permit box with copies of required permits and documents must be installed on-site prior to inspection.
8. A site work permit must be obtained prior to construction of subsequent phases of the project.
9. The permittee shall hold the City harmless from any damage, claims or liabilities caused by activities included in this permit.
11. **This permit expires one year from the site plan approval date.**

TREE REMOVAL

12. This permit allows the permittee to remove trees on the site per City Code Section 180.15. Approval from other City Departments and State or Federal Agencies (as applicable) must be obtained prior to any clearing of the site.
13. The permit fee is \$5.00 per removed tree with a \$10.00 minimum and a \$200.00 maximum per acre.
14. Trees that are to be preserved and/or areas to be left undisturbed must have protection installed, such as silt fence or other barrier as shown on the landscape plans. Silt fence shall be in place prior to inspection.
15. Removal of any trees 6 inches or larger must be approved by the Land Development Division. Clearing without and approved permit is considered a Code Violation.
16. Contact the **Land Development Inspector at (321) 733-3042** when ready for inspection.
17. **This permit expires one year from the site plan approval date.**