

**City of Maitland**  
**Shoreline Alteration Permit Application**

**General Instructions:** To request approval of a Shoreline Alteration Permit Application, complete this application and submit to the Maitland Public Works Department (1827 Fennell Street) along with the applicable fee and all additional information necessary. All required documentation must be submitted with an application.

Water Body: \_\_\_\_\_

\$50.00 Fee for Shoreline Alteration Permit

Property Owner's Name(s) and Address:

Contractor (name and address) to Perform Work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Site Address (if different): \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

Reason for Request: \_\_\_\_\_

\_\_\_\_\_

Explain Hardship if Permit Not Granted: \_\_\_\_\_

\_\_\_\_\_

Make Checks Payable to The City of Maitland

It is important for the waterfront property owner to understand that there may be a substantial amount of maintenance and expense required to maintain the newly re-vegetated site and to keep it free of unwanted exotic vegetation.

This permit satisfies the requirement of the City of Maitland Lakefront Protection Ordinance only. Additional permits may be required by the Florida Department of Environmental Protection or the Florida Fish and Wildlife Conservation Commission. It is the responsibility of the permittee and their contractor to ensure that all necessary permits are obtained. The City assumes no responsibility for fines or other actions resulting from the permittee's failure to obtain all required permits or approvals.

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Signature of Property Owner

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Date

THE FOLLOWING INFORMATION MUST BE ATTACHED TO THE SHORELINE ALTERATION PERMIT APPLICATION:

1. Two (2) copies of sketch and photographs of entire shoreline BEFORE proposed changes; show what plants are present and what plants will be removed. Indicate the length and width of both areas. Include the contour of the existing shoreline.
2. Two (2) copies of sketch of entire shoreline showing the proposed changes. Show what vegetation will be planted including its length and width. Show any changes in shoreline contour including the amount and type of material removed and/or filled in cubic yards. Show what measures will be taken to prevent erosion or pollution during construction.

EXEMPTIONS NOT REQUIRING A PERMIT:

1. Any person or property owner clearing less than fifty (50) feet or fifty (50) percent of the lake frontage, whichever is less.
2. Maintenance of vegetation as outlined in a previously issued Shoreline Alteration Permit.
3. Lawn mowing, trimming of landscape, and other lawn maintenance activities which do not result in the clearance of vegetation.

NOTES:

1. All cleared or trimmed vegetation or excess dredge and/or fill material shall be removed from the lake and/or lakefront immediately for off-site disposal.
2. The granting of this permit does not relieve the contractor or property owner of any obligations under State law to obtain permits from other government agencies having jurisdiction.

SUMMARY OF SHORELINE PERMITTING REQUIREMENTS WITHIN  
THE CITY OF MAITLAND

**CITY OF MAITLAND PUBLIC WORKS DEPARTMENT**

**Responsible Entity:** Lakes Management                      **Phone:** 407-539-6203

**Activities Requiring a Permit:** Removal of vegetation from more than 50 linear feet, or 50% of shoreline, whichever is **less**, requires a vegetation removal permit. Re-vegetation of the shoreline outside of the 50 foot (50%) access area with native aquatic vegetation is required.

**Exemptions:** Homeowners may clear vegetation for lake access from 50 linear feet, or 50% of shoreline, whichever is less, from water's edge out to open water without a permit. Clearing may be performed by any legal method (manual, mechanical, or chemical \*approved aquatic herbicides only\*). Turbidity curtains are required for any type of mechanical control (jet pump, power rake, etc...).

**FLORIDA FISH AND WILDLIFE CONSERVATION COMISSION (FFWCC)**

**Responsible Entity:** Invasive Plant Management Section                      **Phone:** 321-246-0682

**Requirements and Exemptions:** Requirement and exemptions are the same as the City's **except** that clearing/removal may be performed by manual or mechanical means only. Chemical control of any amount is not authorized under this exemption and requires a permit.

**Note:** Aquatic plant contractors can be found in the Yellow Pages under "Lake Management Services" or on the FFWCC Contractor List.

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Responsible Entity:** Environmental Resource Permit Division                      **Phone:** 407-893-7869

**Activities Requiring a Permit:** Dredge and fill activities, or alteration of existing shoreline contour.

**Exemptions:** Muck removal may occur where vegetation is present as deep as 36" or until sand is present. Sand may not be removed without a permit. Turbidity curtains and all other necessary erosion control materials are necessary for any dredge or fill activities.