

# Dredge

## **Permitting Documents:**

- Permit Application Form (Marine)

## **Plan Review Documents:**

- Affidavit of ownership of the upland property abutting the proposed construction activities.
- Scope of Work letter
- Site plan or survey
- Biological, hydrographic or ecological survey

## **Regulations & Requirements:**

1. Site Plan/Survey must include:
  - a. Type of work to be performed.
  - b. Subject shoreline.
  - c. Neighboring shorelines and piers.
  - d. Proposed construction activities or structure sufficient in detail to show the mean high-water line, the mean low-water line, the official bulkhead line, designation of soundings and elevations in the area of the construction, a simple description of shoreline vegetation and the location and approximate relation of the construction to adjacent properties and existing coastal construction in the area.
  - e. A simple description of shoreline vegetation and the location and approximate relation of the construction to adjacent properties and existing coastal construction in the area.
2. Plans shall be prepared by a registered state engineer to meet the requirements of this land development code and shall bear the name, address and digital seal of the engineer.
3. Plans produced by a design professional must be signed and sealed.
4. Drawings prepared by an Engineer require a 3<sup>rd</sup> Party verifiable digital signature.
5. If the proposed activity is within a natural water body, the application must include a copy of a State Department of Environmental Protection authorization to proceed under a noticed general permit or a letter from the Department of Environmental Protection indicating that the proposed activity is exempt from the need for a dredge and fill permit; or indicate whether the state authorization has been applied for. Any city permit issued under this provision is subject to any state or federal permit or exemption.
6. Staging activity may not occur on any residential vacant lot. Staging activity shall only occur at the owners' property where work is being performed or a commercial boat yard or Naples Landing Park. (Contact Naples City Dock at 213-3070 for permitted times & fees).
7. Commercial/Multi-Family docks and piers require a standpipe for fire protection as per NFPA 303.
8. For additional rules and regulations, please refer to the City of Naples Code of Ordinances, Sec 52-93, Sec. 58-121, Section 52-155.
9. All contractors working on or above navigable waters must provide proof of Longshore Insurance.

## **Fees:**

The fee for this permit shall be \$75.00. A plan review fee, equal to 20% of permit fee, will be due at time of application. If plan review fee is less than \$30.00, it will be collected at time permit is issued, or upon withdrawal. The plan review fee is not refundable, nor is it credited to any other fee. A \$25.00 zoning fee will be applied. Initial Required Building & Fire Code Inspections: \$35.00 each inspection.

Building Permit Fee Schedule-Muni Code- Appendix A 16-52

**General Permitting Information:**

1. All permit applications must be submitted electronically through the City of Naples public portal.
2. Other supporting documents including but not limited to, variances, conditional use permits, DRB approvals and GDSP's etc., may be required based on scope of work and location of the jobsite.
3. If ownership of the property has recently changed a recorded Warranty Deed must be submitted.
4. Owner Builder must sign an affidavit.
5. Private Provider projects must submit Notice to Building Official.
6. Drawings prepared by an Engineer require a 3<sup>rd</sup> Party verifiable digital signature. All other design professionals may self-sign.
7. Projects west of the Coastal Construction Control Line (CCCL) may require prior approval from DEP and the City of Naples Natural Resource Manager.
8. Bald Eagle Nesting season occurs October 1st through May 15th. It is illegal to disturb nesting Bald Eagles. Contractors must comply with all requirements of the U.S. Bald & Golden Eagle Protection Act.
9. If the scope of work includes the planting of trees and shrubs, alterations to or construction of any driveways or driveway aprons, or any other work in the City Right of Way (ROW), a right of way permit application must be submitted, and the \$150 Right-of-Way fee will be required prior to review.
10. If a new driveway is proposed, or an existing driveway will be altered, a driveway permit application will be required as well as a driveway diagram form.
11. All work performed in a Multi-Family building required an approval letter from the HOA.
12. An approved Tree Alteration Permit is required before altering, trimming, disturbing, or removing any city tree per Muni Code Chapter 38.
13. Check/verify deed restrictions based on location of the jobsite, association approval may be required.
14. Call 48 hours before you dig. Call Sunshine 1-800-432-4770. It's the Law in Florida.
15. Copies of plans approved by the City of Naples must be available to the inspector at all job sites when requesting inspections.
16. All Contractor Licensing registration for the City of Naples is maintained by Collier County Contractor Licensing. To register or update license/insurance information, please contact them at (239) 252-2431.
17. It is the responsibility of the contractor to obtain a Certificate of Occupancy or a Certificate of Completion by contacting the Building Department once all final inspections are complete.