

DRAFT

Notification Processing Number: _____ Date Application Received: _____

Application Fee Paid: \$ _____

☐ Supporting information only (Fee not required if the application is in conjunction with a Building Permit or Land Development permit application (# _____))

TOWN OF LOXAHATCHEE GROVES
NOTIFICATION FOR MINOR FILL ACTIVITY - FORM
(Not within the Floodplain)

GENERAL INFORMATION:

Applicant's Name: _____

Applicant's Address: _____

Phone: _____ Alternate Phone: _____

Email: _____

Site Activity Address: _____, Loxahatchee Groves, FL _____

Owner's Name(s): _____

Property Size: _____

Requested Fill Volume* (Cubic Yards): _____

Type of clean fill material to be used (Not allowed, e.g., food garbage, trash, hazardous materials): _____

Purpose of the activity, see Guide for definitions (Choose the following):

- | | |
|--|--|
| <input type="checkbox"/> Field Nursery | <input type="checkbox"/> Replenish eroded soils/ground cover |
| <input type="checkbox"/> Sepic tank and drain field repair | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Tree planting/landscaping in private property | |
| <input type="checkbox"/> Routine maintenance activities | |
| <input type="checkbox"/> Installation of lawn sprinklers and repairs | |

Indicate duration to complete the activity _____ months. (Maximum time allowed is 24 months)

Will there be any clearing of vegetation, or removal/relocation of trees? (Please circle one): Yes / No
(Note: A separate permit for tree removal/relocation and land clearing may be needed.)

*Maximum requested fill volume = 20 c.y. per every 1.25 acre

REQUIRED – ATTACH COPIES OF THE FOLLOWING:

- Go to PBC MyGeoNav for map delineating floodplain areas & show proposed maintenance areas
- Topographic Survey (if applicable)

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TOWN OF LOXAHATCHEE GROVES
NOTIFICATION FOR MINOR FILL ACTIVITY - AFFIDAVIT
(Not within the Floodplain)

AFFIDAVIT

I HEREBY CERTIFY THAT ALL THE INFORMATION IN THIS TOWN OF LOXAHATCHEE GROVES NOTIFICATION FOR MINOR FILL ACTIVITY ("Notification") IS TRUE AND CORRECT.

Before me, the undersigned authority, personally appeared _____
who being duly sworn says:

As witnessed by my signature, I hereby affirm that I am the owner or authorized agent of the owner of the property located at _____ (the "Property").

I hereby certify that all of the following are true with respect to the Property: (1) that the minor fill activity described in this Notification will be limited to maintenance, repair, and/or replenishment of existing fill; (2) that the described minor fill activity will not occur in a floodplain or easement; (3) that the described minor fill activity will not adversely affect neighboring property; and (4); that the described minor fill activity will not alter the existing grade by more than one (1) inch.

I assume full responsibility as the owner of the Property (or the authorized agent) and will be personally responsible for ensuring compliance with this Affidavit.

Signature of Owner (or Authorized Agent)

Print Name

State of Florida

County of _____

Sworn to and subscribed before me by means of [☐] physical presence or [☐] online notarization, on this _____, by _____ who is personally known to me or who has produced a valid driver's license as identification and who did take an oath.

Notary Public

Print Name

My Commission Expires: _____

{Notarial Seal}

DRAFT

ENGINEERING/FLOODPLAIN ADMINISTRATOR REVIEW:

APPROVED: _____ DENIED: _____

Signature: _____ Date: _____

Town Engineer/Floodplain Mgr.

Exp. Date: _____

SUBMIT TO: Loxahatchee Groves Town Hall – 155 F Road, Loxahatchee Groves, FL 33470

Comments: **See Conditions of Approval.**

TOWN OF LOXAHATCHEE GROVES

NOTIFICATION FOR MINOR FILL ACTIVITY - GUIDE

(Not within the Floodplain)

FOR MAINTENANCE/REPAIR/REPLENISH ACTIVITY INVOLVING CLEAN FILL OUTSIDE OF A FLOODPLAIN REQUIRES A NOTIFICATION IN ACCORDANCE WITH TOWN OF LOXAHATCHEE GROVES ORDINANCE NO.____.

THE FOLLOWING ARE EXAMPLES OF ACTIVITIES THAT REQUIRE A NOTIFICATION:

- Field Nursery: to replenish lost soil that was part of the root ball of trees sold and excavated in standard course of field nursery business.
- Septic tank and drain field repair.
- Tree planting/landscaping/gardening within private property.
- Routine maintenance activities such as:
 - Maintenance fill for an existing horse arena.
 - Maintenance fill for an existing stall for a farm animal.
 - Driveway/walkway maintenance.
- Installation of lawn sprinklers and repairs.

DEFINITIONS:

Clean Fill – Dirt, topsoil, gravel, sand, rubble no larger than 3 inches in any dimension. (Food garbage, trash, hazardous materials not allowed)

Minor Fill Amount – 20 cubic yards of clean fill for every 1.25 acres of property that is:

- Not within a floodplain
- Not within an easement
- Does not adversely impact adjacent properties
- Does not alter the existing grade by more than 1 inch

Minor Fill Duration – This notification is valid for 24 months and cannot be resubmitted until after that time period has passed.

Field Nursery – A nursery production practice in which plants are grown in the ground.

Example (using a 20cy truck only)

Property size (acres)	Maximum fill amount (cubic yards)
1.0	16
1.25	20 (1 truck)
5.0	80 (4 trucks)
10.0	160 (8 trucks)