

**CITY OF WINTER PARK  
SHORELINE ALTERATION PERMIT APPLICATION**

Paid Amt. \$ _____
Check # _____
Date _____

SAP \_\_\_\_\_ : \_\_\_\_\_ Water Body: \_\_\_\_\_  
(Lake, Canal, etc.)

**9 \$50.00 Fee for Vegetation  
Removal Only**

**9 \$100. Fee for Work  
Involving Seawall**

**Property Owner's Name(s) & Address:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contractor (name & address) To Perform Work:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

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

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

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

Make checks payable to **The City of Winter Park** and mail to: **The Dept. of Public Works  
City of Winter Park  
401 Park Avenue, S.  
Winter Park, FL 32789**

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 new re-vegetated site and to keep it free of unwanted exotic vegetation.

This permit satisfies the requirements of the City of Winter Park Shoreline Protection Ordinance only. Additional permits may be required by the Florida Department of Environmental Protection. 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.

\_\_\_\_\_  
*Signature of Property Owner*

\_\_\_\_\_  
*Date*

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

1. 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. 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.
3. If a Department of Environmental Protection (DEP) permit is available, a copy must be attached to this application. Included must be the specific conditions required by the DEP for re-vegetating the shoreline.

**EXEMPTIONS NOT REQUIRING A PERMIT:**

1. Any person or property owner clearing less than thirty (30) feet or twenty (20) percent of the lake frontage, whichever is greater.
2. Any person or property owner clearing shoreline vegetation which is within the physical confines of a dock, gazebo, or boathouse construction approved by the Planning and Zoning Commission.
3. Maintenance or repairs to portions of an existing stormwater or drainage control system.
4. Lawn mowing, trimming of landscaping 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 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.