

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

[sfwmd.gov/ePermitting](http://sfwmd.gov/ePermitting)

*Your link to Going Green and Saving Green!*

**South Florida Water Management District**

**ePermitting**

**Training Manual**

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[sfwmd.gov/ePermitting](http://sfwmd.gov/ePermitting)

## Getting Started

Welcome to **ePermitting**, an online permitting system used to search for application and permit information, submit a permit application and/or compliance data, apply to transfer an existing permit, and subscribe to receive electronic noticing of permit related information.

### What are the benefits of ePermitting?

ePermitting improves business efficiency through cost savings (reduction in applicant paperwork requirements and postage), improved timelines (reduction in administrative permit processing time and faster routing to permit review staff) and enhanced open government (immediate posting and anytime access to permit application information).

### What services does ePermitting offer?

- ◇ **Records Search** - Search for Application/Permit (pending and issued permit information and documents), Enforcement (notices of violation, consent agreements and settlement letters) and Noticing (applications received and issued, compliance notices, intended and proposed agency action, regulatory agendas, notice of unpermitted water use and rule making) records.
- ◇ **eSubmittal** - Submit an Environmental Resource, Consumptive Water Use and Pollutant Source Control permit application.
- ◇ **Additional Submittals** – Respond to a request for additional information, submit an application fee payment using personal or business electronic checks and Visa or MasterCard debit or credit cards, submit agency or other comments, and add phosphorus budget reports.
- ◇ **eCompliance** – Submit post permit compliance deliverables required by permit conditions such as construction commencement notifications, construction completion certifications and conversion to operation permit transfers.
- ◇ **eTransfers** – Apply to transfer an existing permit when a change in ownership of a project and/or property has occurred.
- ◇ **eNotice** – Subscribe to receive customized electronic notifications related to specific permit, application, or enforcement case cost code number(s).
- ◇ **Update Profile** – Make changes to user account information and change password.
- ◇ **Contact Us** – Ask regulatory questions, provide suggestions and comments, and receive a response from a regulatory professional within 48 hours.

### How do you use ePermitting?

Start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page. Records Search is available to all users. eSubmittal, eCompliance, eTransfers, eNotice, and Additional Submittals require an ePermitting user account.

### For more information contact:

[epermits@sfwmd.gov](mailto:epermits@sfwmd.gov)  
ePermitting questions and assistance

[permits@sfwmd.gov](mailto:permits@sfwmd.gov)  
Application and permit specific assistance



# User Registration

An ePermitting user account is required to use eSubmittal, eCompliance, eTransfers, eNotice and Additional Submittals. During the application process, submittals may be routed to any relevant party or individual by the originator. However, these routes must also register as users.

1. Start **Internet Explorer**.
2. Type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

## Create New Account

1. Click on the **Create Account** icon.
2. Enter applicable information (fields with a red \* asterisk next to them are required).
3. Click the box next to **I agree to the above** (click on the Electronic Transaction Agreement link to read the legal disclosure).
4. Click the **Submit** button.
5. Enter **User** name.
6. Enter **Password**.
7. Click the **Sign In** button.

**SOUTH FLORIDA WATER MANAGEMENT DISTRICT**  
[sfwmd.gov](http://sfwmd.gov)  
 Application & Permit Information Database  
 On the fast track to permit info  
[Home](#) | [Login](#) | [Application/Permit](#) | [Help](#)

Permitting Home  
 Records Search  
 Application/Permit  
 Enforcement  
 Noticing  
 Contact Us

**ePermitting Home**

[Login](#) [Create Account](#) [Questions / Comments?](#)

**First Name:** John \* ?  
**Last Name:** Smith \* ?  
**Middle Initial:** R ?  
**Street Address:** 123 Someplace Lane \*  
**City:** West Palm beach \*  
**State:** FL \*  
**Zip:** 33406 \*  
**E-mail:** jsmith@hotmail.com \* ?

**Account Type:** Individual \* ?  
**Agency of Employment:** John's Agency ?  
**Position:** President ?

\* Home or business phone number is required to submit this application

**Home:** Example: 000-000-0000  
**Business:** 561.555.1212 Ext:   
**Fax:** 561.555.1313  
**Mobile:** 561.555.1414

**Login Id:** jsmith \* ?  
**Password:** \* ?  
**Retype Password:** \* ?  
**Select a Question:** Your Favorite food to eat? \* ?  
**Your Answer:** \* ?

**ELECTRONIC TRANSACTION AGREEMENT (Legal Disclosure - TBD) ?**  
 I agree to the above \* ?  
 I don't agree ?

[Submit](#) [Reset](#)

## Existing EPermitting Users

You have successfully registered.

\*= Required Field

**User:** \* ?  
**Password:** \* ?

[Sign In](#) [Reset](#)

Create new account? ([Sign In here](#))

[Forgot your password?](#)

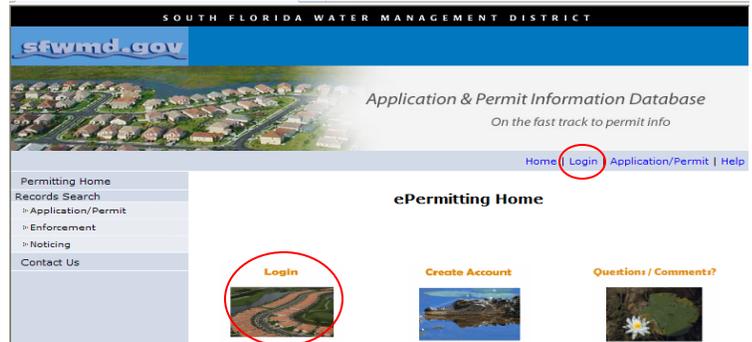
[Change password?](#)



# Logging onto the ePermitting System

1. Click on the **Login** icon or link.
2. Enter **User** name.
3. Enter **Password**.
4. Click the **Sign In** button.
5. Click on the **Reset** button to empty the User and Password fields, should you need to re-enter this information.

**Note:** Computer Privacy level should be set to medium to ensure that automatic logout does not occur while using ePermitting. To review/set privacy levels, select Tools, Internet Options from the browser.



## Existing EPermitting Users

**\* = Required Field**

**User:**  \* ?

**Password:**  \* ?

Create new account? ([Sign In here](#))  
[Forgot your password?](#)  
[Change password?](#)

# Change Password

1. Click the **Change Password** link from the features menu or the Login screen.
2. Enter **User** name.
3. Enter **Old Password**.
4. Enter **New Password**.
5. Re-enter **New Password**.
6. Click the **Change Password** button.



**Existing EPermitting Users**

**\* = Required Field**

**User:**  \* ?

**Password:**  \* ?

Create new account? ([Sign In here](#))  
[Forgot your password?](#)  
[Change password?](#)

## Change Password

**\* = Required Field**

**User:**  \* ?

**Old Password:**  \* ?

**New Password:**  \* ?

**Re-enter New Password:**  \* ?

[View Electronic Transaction Agreement](#) ?



# Forgot Your Password

1. Click the **Forgot your Password** link from the Login screen.
2. Enter **User** name.
3. Select **Your Question** (this is the question selected during account creation).
4. Enter **Your Answer** (this is the answer selected during account creation).
5. Click the Submit button.

## Existing EPermitting Users

**\* = Required Field**

User:  \* ?

Password:  \* ?

Create new account? ([Sign In here](#))

[Forgot your password?](#)

[Change password?](#)

## Password Retrieval

**\* = Required Field**

User:  \* ?

Your Question:  \* ?

Your Answer:  \*

# Update Profile

1. Click the **Update Profile** link from the features menu.
2. Update information as applicable.
4. Click the **Submit** button.

**\* = Required Field**

First Name:  \* ?

Last Name:  \* ?

Middle Initial:  ?

Street Address:  \*

City:  \*

State:  \*

Zip:  \*

E-mail:  \* ?

---

Account Type:  \* ?

Agency of Employment:  ?

Position:  ?

---

**\* Home or business phone number is required to submit this application**

Home:  Example: 000-000-0000

Business:  Ext:

Fax:

Mobile:

Login Id:  \* ?

Password:  \* ?

Retype Password:  \* ?

Select a Question:  \* ?

Your Answer:  \*

---

ELECTRONIC TRANSACTION AGREEMENT (Legal Disclosure - TBD) ?

I agree to the above \* ?

I don't agree ?



# ePermitting Features Menu

*Records Search* - Search for Application/Permit (pending and issued permit information and documents), Enforcement (notices of violation, consent agreements and settlement letters) and Noticing (applications received and issued, compliance notices, intended and proposed agency action, regulatory agendas, notice of unpermitted water use and rule making) records.

*eSubmittal* - Submit an Environmental Resource, Consumptive Water Use and Pollutant Source Control permit application.

*eCompliance* – Submit post permit compliance deliverables required by permit conditions such as construction commencement notifications, construction completion certifications and conversion to operation permit transfers.

*eTransfers* – Apply to transfer an existing permit when a change in ownership of a project and/or property has occurred.

*eNotice* – Subscribe to receive customized electronic notifications related to specific permit, application, or enforcement case cost code number(s).

*eflow* - Submit Pollutant Source Control flow calibration reports and pump logs.

*Update Profile* – Make changes to user account information and change password.

*Additional Submittals* – Respond to a request for additional information, submit an application fee payment using personal or business electronic checks and Visa or MasterCard debit or credit cards, submit agency or other comments, and add phosphorus budget reports.

*Contact Us* – Ask regulatory questions, provide suggestions and comments, and receive a response from a regulatory professional within 48 hours.

*Phosphorus Budget Calculator* - Allows for the creation of new report or modification of an existing report.

Permitting Home
Records Search
: Application/Permit
: Enforcement
: Noticing
eSubmittal
eCompliance
: Environmental Resource
: Water Use
eTransfers
eNotice
: Subscribe
: Unsubscribe
eFlow
Update Profile
: Update Profile
: Change Password
Additional Submittals
Contact Us
Phosphorus Budget Calculator



## Conventions and Reoccurring Activities

**ePermitting** flows through a number of tabbed screens which direct you in the submittal application process. The specific tabs displayed are based on application type and indicate what information is required. The *Next* and *Previous* buttons or links will allow navigation through the application process.

The following activities or processes are used throughout the submittal application system:

- Asterisks (\*) located next to an entry field indicate that the information is required in order for the application process to continue.
- *N/A* should be entered in the comment box if a section is not relevant to the application.
- *See attached file* should be entered in the comment box if a section requests that document(s) be provided.
- For multiple phase projects, use numbers (e.g., 1,2,3) instead of Roman Numerals.
- Directions are abbreviated as follows: N, S, E, W, NE, SW, SE, NW
- Absolutely NO abbreviations should be used for project names or company names of engineers, owners, applicants, etc. Spell out everything (e.g., Florida Department of Transportation or Greater Orlando Aviation Authority).
- All conventional uses for a street suffix apply (e.g., DR for Drive, CIR for Circle, ST for Street, etc.).
- All comment fields have a 2,500 character limit.
- Clicking the **Save** button records the data entered in a specific screen and will advance the application process to the next screen. Clicking the **Cancel** button exits the current screen without saving data entered and returns the application process to the previous screen.
- eTransfers can be routed to other users for review and edit (including the attaching of files).
- Environmental Resource and Water Use eSubmittals can be routed to other users for review, edit and sign/sealing of engineering documents (including the attaching of files).
- Permit applications can be submitted with the option to pay the permit application fee at a later date.
- Permit application fees can be paid online using personal/business checks and MasterCard and Visa credit/debit card. *Third party checks are not accepted.*
- Submittal confirmation emails are sent to the email address supplied during account creation.
- The ability to attach files is utilized on almost every screen in the submittal system. Attached files are archived and available online for the public to review. Therefore, the following is recommended:
  - ◆ File type - .pdf
  - ◆ Maximum file size - 50 MB (megabytes)
  - ◆ File Name - select from our File Naming Convention list (link can be found on the ePermitting Home page) and do not include a period (.) within the file name. The application number is automatically assigned to the file name for all application submitted via ePermitting.
  - ◆ Combine multiple maps into one file

## Accessing Help Documentation

Online detailed instructions are available to guide users through every step of the ePermitting process. Simply click on the Help, Screen Help or ? links to access help documentation or contact [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov) to receive assistance from a SFWMD representative.

# File Naming Convention

Larger files (more than 50MB) should be divided into smaller files and identified by number (ie. ApplDocs1, ApplDocs2). Multiple maps should be combined and submitted as one PDF file.

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>
<b>PreApp Info</b>	Pre-Application Documents	PreAppDocs
	Pre-Application Letter	PreAppLtr
	Pre-Application Map, Survey, etc.	PreAppMap
<b>Applications</b>	Administrative Name Change Request	AdmNameChgReq
	Application Documentation	ApplDocs
	Application Form	Application
	Application Revised	ApplicationRevised
	Application Withdrawal Request	WithdrawReq
	Boundary Survey	BoundarySurvey
	Check Return Letter	CheckRtrn_YYYYMMDD
	Drainage Easement Agreement	DrainEaseAgreement
	Fee Receipt	FeeRcpt
	Fee Invoice	FeeInvoice
	Notice of Receipt of Application	AppNotice
	Permit Transfer Request	OwnTransReq
	RAI Response	RAIResp_YYYYMMDD
	RAI Response Extension	RAIExt_YYYYMMDD
	RAI Response Extension Request	RAIExtReq_YYYYMMDD
	Refund Letter	RefundLtr
	Request for Additional Information	RAI_YYYYMMDD
	Request for Refund	ReqforRefund_YYYYMMDD
	Response Deny	RespDeny_YYYYMMDD
	SB 360 Application Return Letter	AppReturn_YYYYMMDD
	Waiver	Waiver_YYYYMMDD
	Water Use Letter Availability	WULtrAvail_YYYYMMDD
	<b>Calculations/Design Plans (Engineering)</b>	Aerial
Analysis		Analysis
Calculations/Modeling		Calcs
Construction Pollution Prevention Plan		ConstPollPrevPlan
Diagrams/Plans		Plans_YYYYMMDD
Drainage Report		DrainageRpt
Geotechnical Report		GeotechRpt
Impoundment Analysis		ImpoundRpt
Location Map		LocMap
Phosphorus Control Plan		PhosCtrlPlan
Plats		Plats
Revised Plans		RevisedPlans
RAI Response Plans		RAIResponsePlans
Sealed Signature File (ePermitting)		SigFileSealed_YYYYMMDD
Site Map		SiteMap
Storm Water Management Plan		SWMPlan
Survey		Survey
Urban Storm Water Mgmt Program		UrbanStormwaterMgmtProg



# File Naming Convention (continued)

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>	
<b>Water Use - Technical</b>	WU RAI Concurrency Letter	ConclTr_YYYYMMDD	
	WU RAI Response Extension	RAIext_YYYYMMDD	
<b>Wetland/Mitigation Information (Environmental)</b>	Conservation Easement	ConsvEasement	
	Credit Ledger Sheet	CrLedgerSheet	
	Environmental Site Info/Plans	EnvSiteInfo	
	Florida Land Use Cover and Forms Classification Map	FLUCCSMap	
	Informal Wetland Jurisdictional Det. Letter of Credit	InfWetlandDetLetterofCredit	
	Mitigation Plan	MitPlan	
	Monitoring Plan	MonitorPlan	
	Preserve Area Management Plan	PresvAreaPlan	
	Seagrass Survey	SeagrassSurv	
	Soils Map	SoilsMap	
	Sovereign Submerged Lands	SovrnLnd	
	Transfer Agreement	TrAgreement	
	U.S. Geological Survey Topography	USGSTopo	
	Uniform Mitigation Assessment Method Score Sheets	UMAMScoreSheets	
	Uniform Mitigation Assessment Method Table	UMAMTable	
	Vegetation/Wildlife Report	Veg/WildlifeRpt	
	Wetland Jurisdictional Determination	WetlandDet	
	Wetland Table	WetlandTable	
	<b>Correspondence/ Telephone Calls</b>	Agency Comments	AgencyComments
		Application Complete Notice	AppCompINtc
Certified Mail Receipt		CertifiedMailRcpt_YYYYMMDD	
Change of Address		ChangeofAddress_YYYYMMDD	
Concurrency Letter		ConclTr_YYYYMMDD	
Correspondence		Correspondence_YYYYMMDD	
Correspondence from Applicant		LetterfromApplicant_YYYYMMDD	
Email		Email_YYYYMMDD	
Letters/Third Parties		3rdPartyComments	
New Owner Letter		NewOwner_YYYYMMDD	
Right of Way Signoff		ROWSign	
Telephone Call/Memo		Phone/Memo_YYYYMMDD	
Transfer Notice of Intent		NOI	
Transfer Compliance Signoff (Engineering)		SWMComp	
Transfer Compliance Signoff (Environmental)		NRMComp	
Transfer Compliance Signoff (Water Use)	WUComp		



# File Naming Convention (continued)

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>	
<b>Legal Documents and Notices</b>	Affidavit (Proof of Ownership)	OwnAffidavit	
	Articles of Incorporation (Draft)	ArtsofInc	
	Association Documents (Draft)	AssocDocs	
	Deed/Lease	DeedLease	
	Easement	Easement	
	Emergency SWM Authorization/Order	EmOrder	
	Final Order/Hearing	FinalOrder	
	Florida Department of Environmental Protection Notice of Intent	FDEPNoticeofIntent	
	Formal Administrative Hearing Petition	PetitionforFAH_YYYYMMDD	
	Legal Notices	LegalNotices	
	Notice of Board of Trustees Cabinet Meeting	NoticeofBOTCabinetMtg_YYYYMMDD	
	Ordinance	Ordinance	
	Power of Attorney	PowerOfAttny	
	Proof of Signature Authority	SigAuthDoc	
	Title Determination	TitleDet	
	<b>Permits &amp; Staff Reports</b>	Addendum to Staff Report	AddStaffRpt
		Administrative Name Change	AdmNameChg
Application Return Letter		AppReturn_YYYYMMDD	
Conceptual Approval		ConcptApprov	
Confirmation of Withdrawal Letter		WithdrawLtr	
Denial		Denial	
Draft Staff Report		DrftStaffRpt	
Early Works Notification		ErlyWrkNtc	
Exemption		Exemption	
Exhibits		Exhibits	
Extension		Extension	
Formal Wetland Determination		FormalWetlandDet	
No Notice		NoNotice	
No Permit Required		NoPermitReq	
Notice of Consolidated Intent to Issue		NotcConsIntIssue	
Notice of Permit		NOP	
Ownership Transfer Final Letter		OwnTransLtr	
Permit		Permit	
Permit Cancellation/Expiration		PermitCancel/Expire	
Permit Letter of Modification		LtrMod	
Staff Report	StaffRpt		
Variance	Variance		



# File Naming Convention (continued)

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>
<b>Misc</b>	Miscellaneous Documents	MiscDocs
	Permit Cancellation Request	PmtCancelReq
	Permit History Report	PmtHist
<b>Conversion to Operation Transfer</b>	Aerial	Aerial
	Affidavit	Affidavit
	Agreement	Agreement
	Articles of Incorporation	ArticlesInc
	Articles of Incorporation Amendment	ArticlesIncAmend
	Association Documents (general)	AssocDocs
	Association Documents Amendment	AssocDocsAmend
	Consent Order	ConsentOrder
	Conversion Transfer Finalization Letter	ConvTransLtr_yyyymmdd
	Conversion Transfer Request (0920)	ConvTransReq
	Correspondence (General)	Correspond_yyyymmdd
	Current Address	AddressParty
	Declaration of Covenants – Joinder	DecCovJoinder
	Declaration of Covenants – Master POA	DecCovMaster
	Declaration of Covenants Amendment	DecCovAmend
	Declaration of Covenants, Easements, Restrictions	DecCov
	Deed	Deed
	Deficiency Letter	Deficiency_yyyymmdd
	Easement	Easement
	Environmental Signoff	EnvSignoff_yyyymmdd
	Extension Letter	Extension_yyyymmdd
	Historical Documentation	HistoricalDocs
	Meeting Minutes	MtgMinutes_yyyymmdd
	Ordinance	Ordinance
	Plat	Plat
	Proof of Signature Authority	SigAuth
	Property Appraiser Documentation	PropAppraiser
	Reminder Letter	Reminder_yyyymmdd
	Satisfactory Letter	Satisfactory_yyyymmdd
	Site Plan	SitePlan

# File Naming Convention (continued)

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>
<b>Enforcement</b>	Consent Order (Short Form)	ConsentOrder_YYYYMMDD
	Draft Consent Order Cover Letter	DraftCOCoverLtr_YYYYMMDD
	Executed Consent Order Cover Letter	ExecutedCOCoverLtr_YYYYMMDD
	Final Consent Order	FinalConsentOrder_YYYYMMDD
	Incoming Correspondence	IncomingCorresp_YYYYMMDD
	Investigative Notice	InvestigativeNtc_YYYYMMDD
	Notice of Violation/Consent Order	NOV_CO_YYYYMMDD
	Notice of Violation	NOV_YYYYMMDD
	Outgoing Correspondence	OutgoingCorresp_YYYYMMDD
	Pre-Lit Demand Letter	PreLitDemandLtr_YYYYMMDD
	Request for Response Letter	ReqResp_YYYYMMDD
	Response to Settlement Letter	SettlementLtrResp_YYYYMMDD
	Settlement Letter	SettlementLtr_YYYYMMDD
	Third Party Interest Letter	3rdPartyIntLtr_YYYYMMDD
	<b>Compliance - Environmental</b>	Accepted Recorded Conservation Easement
Environmental Monitoring Report		EnvMonitorRpt#_YYYYMMDD
Field Inspection Photos		FieldInspectPhotos_YYYYMMDD
Field Inspection Report		FieldInspRpt_YYYYMMDD
Financial Assurance Reduction		TypeReduction_YYYYMMDD
Financial Assurance Release		TypeRelease_YYYYMMDD
General Correspondence/Complaint		GenCorresp_YYYYMMDD
Generic Letter		Generic_YYYYMMDD
Investigative Notice		InvestigativeNt_YYYYMMDD
Investigative Notice Response		InvestigativeNtResp_YYYYMMDD
Mitigation Credit Bank Ledger		MitCredit_YYYYMMDD
Mitigation Monitoring Work Schedule		WrkScheduleRev_YYYYMMDD
Revision		
Notice of Compliance Letter for Monitoring		CompMon_YYYYMMDD
Notice of Inspection Letter		NtclnspLtr_YYYYMMDD
Notice of Overdue Monitoring		OverdueMont_YYYYMMDD
Notice of Overdue Monitoring Response		OverdueMontResp_YYYYMMDD
Preserve Management Plan		EnvMontInfoMgmtPlan_YYYYMMDD
Preserve Map		EnvMap_YYYYMMDD
Rainfall Data/Water Level Monitoring		WaterLevelMontRpt_YYYYMMDD
Receipt of Conservation Easement		RcptCE_YYYYMMDD
Restoration Supplemental Plan		RestSuppPlan_YYYYMMDD
Revised Mitigation Credit		RevisedMitCr_YYYYMMDD
Revised Mitigation Credit Request		RevisedMitCrReq_YYYYMMDD
Species Survey		SpeciesSurvey_YYYYMMDD
Water Quality Data/Monitoring Report	WQMontRpt_YYYYMMDD	
Release of Conservation Easements	ReleaseCE_YYYYMMDD	



# File Naming Convention (continued)

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>
<b>Compliance - Water Use</b>	5 Year Compliance Report	FiveYrCompRpt_YYYYMMDD
	Calibration Data	CalibData_YYYYMMDD
	Emergency Preparedness Report	EmergPrepRpt_YYYYMMDD
	Expired Permit Letter	ExpiredNtc_YYYYMMDD
	Monitoring Data	MonData_YYYYMMDD
	Non-Compliance Notice Response	NonCompResp_YYYYMMDD
	Notice of Unpermitted Water Use	<b>Project Name_YYYYMMDD</b>
	Pumpage Data	PumpData_YYYYMMDD
	Reclaimed Water Report	ReclaimedRpt_YYYYMMDD
	Seasonal Crops Report	CropRpt_YYYYMMDD
	Unaccounted for Water Loss Report	WaterLossRpt_YYYYMMDD
	Updated Table A/B	UpdatedTableA_YYYYMMDD
	Water Use Annual Status Report	AnnualStatusRpt_YYYYMMDD
	Water Use Compliance Documentation	CompDocs_YYYYMMDD
	Water Use Expiration Notice	PendExpire_YYYYMMDD
	Water Use Field Inspection	FieldInsp_YYYYMMDD
	Wellfield Operating Plan	WellfieldOpPlan_YYYYMMDD
	<b>Compliance - Engineering</b>	Annual Status Report (Form 0961)
As Built Drawing		AsBuiltDrawing_YYYYMMDD
Certification Acceptance Letters		CertAccept_YYYYMMDD
Certification Deficiency Letter		DeficiencyLtr_YYYYMMDD
Certification Reminder Letter		CertReminderLtr_YYYYMMDD
Compliance Memo		CompMemo_YYYYMMDD
Engineering Certification (Form 0881)		EngCert_YYYYMMDD
ERP/SWM Commencement Notice (Form 0960)		ConstCommNtc_YYYYMMDD
General Correspondence		GenCorresp_YYYYMMDD
No Certification Required Letter		NoCertRqd_YYYYMMDD
Partial Certification Acceptance Letters		PartialCertAccept_YYYYMMDD
Receipt of Special Condition		RcptSCDel_YYYYMMDD
Request for Annual Status		RqstAnnStatus_YYYYMMDD
Request for Construction Commencement Notice		RquestCCN_YYYYMMDD
Request for Construction Completion Certification		RqstEngCert_YYYYMMDD
Site Inspection Photos		SiteInspectPhotos_YYYYMMDD
Site Inspection Report		SiteInspectRpt_YYYYMMDD
Water Quality Data		WaterQuality_YYYYMMDD
Water Rainfall Data	RainfallData_YYYYMMDD	



# File Naming Convention (continued)

<u>Folder Name</u>	<u>Document</u>	<u>File Name</u>
<b>Compliance – AGI</b>	Above Ground Impoundment Certification (Form 0973)	AGICert_YYYYMMDD
	AGI Certification Deficiency Letter	AGIDeficiency_YYYYMMDD
	AGI Field Inspection Report	AGIInspectRpt_YYYYMMDD
	AGI Inspection Request Letter	InspectReq_YYYYMMDD
	AGI Operating Restrictions Letter	OpRstrictLtr_YYYYMMDD
	AGI Receipt of Certification Letter	ReceiptCertLtr_YYYYMMDD
	AGI Reminder Letter	Reminder_YYYYMMDD
	AGI Request for Report Letter	AGIReqRptLtr_YYYYMMDD
	Introduction Letter	IntroLtr_YYYYMMDD
	Operating Restriction Lifted	OpRestLifted_YYYYMMDD
	Reporting Requirements Request Letter Response	RptReqLtrResp_YYYYMMDD
	Reporting Requirements Satisfied	RepSatis_YYYYMMDD
	Reporting Requirements Satisfied/Minor	RepSatisMinor_YYYYMMDD
	Repairs Required	
	Site Inspection Satisfied Letter	SiteInspSatisLtr_YYYYMMDD



# Service Center Locations

## **SFWMD Headquarters**

Attn: Regulatory Support Division  
3301 Gun Club Road  
West Palm Beach, Florida 33406  
561.682.6896  
Counties Served: Palm Beach, Broward, Miami-Dade and Monroe

## **Big Cypress Basin**

Attn: Regulatory Division  
2660 Horseshoe Drive North  
Naples, Florida 34104  
239.263.7615  
County Served: Collier

## **Lower West Coast**

Attn: Regulatory Division  
2301 McGregor Boulevard  
Fort Myers, Florida 33901  
239.338.2929  
Counties Served: Charlotte, Hendry and Lee

## **Martin/St. Lucie**

Attn: Regulatory Division  
780 SE Indian Street  
Willoughby Crossroads Plaza  
Stuart, Florida 34997  
772.223.2600 or 1.800.250.4100  
Counties Served: Martin and St. Lucie

## **Okeechobee**

Attn: Regulatory Division  
205 North Parrott Avenue, Suite 201  
Okeechobee, Florida 34972  
863.462.5260 or 1.800.250.4200  
County Served: Glades, Highlands and Okeechobee

## **Orlando**

Attn: Regulatory Division  
1707 Orlando Central Parkway, Suite 200  
Orlando, Florida 32809  
407.858.6100 or 1.800.250.4250  
Counties Served: Osceola, Orange and Polk


 sfwmd.gov/ePermitting

## Application/Permit Records Search

Searching the permit database allows for the review of application/permit records, including applications received, under review and previously issued, based on a variety of chosen criteria.

To begin the search process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

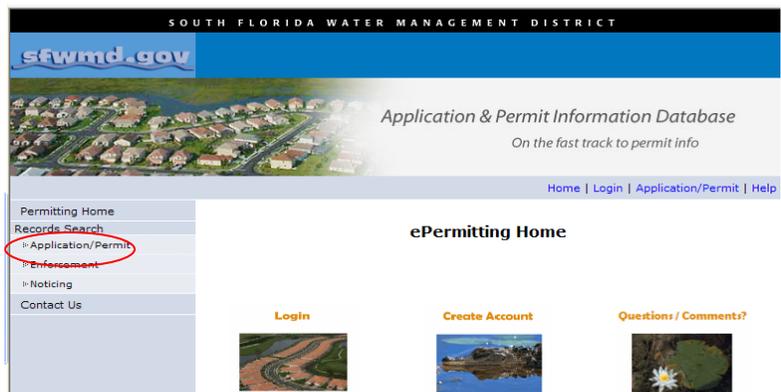
An ePermitting account is not required to search for records.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Viewing Records

1. Click the **Application/Permit** link.
2. Enter search criteria (fields denoted with an asterisk next to them are required).
3. Click **Search Records**.

**Helpful hint:** Insert % as a wildcard in the Permit #, Project Name, Company Name or Last Name field to provide a broader search. For example, entering 50-00004-% versus 50-00004-W will allow for all related permits to be included in the search. The % wildcard can be used liberally when uncertain of spelling, project or applicant name. For instance, typing a project name as %SCHOOL% will provide a list of all projects that include the word "School" in the project name.



Issuing Agency: SFWMD \* ?

Permit Type: ALL \* ?

Status: ALL \* ?

Application #: ?

Permit #: ?

Project Name: ?

Company Name: ?

Last Name: ?

County: ALL \* ?

Land Use: ALL \* ?

Township: ?

Range: ?

From Date: 01 - JAN - 1965 (DD-MON-YYYY) ?

To Date: 27 - JAN - 2011 (DD-MON-YYYY) ?



## Viewing Records (continued)

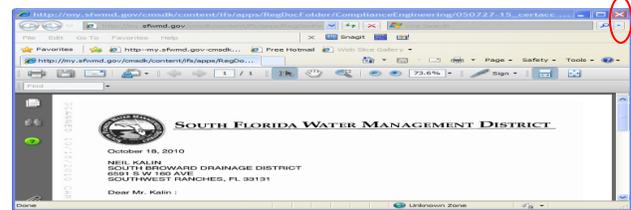
- Click on the **Application #** link.
- Click on the applicable **Folder(s)**.
- Click on the applicable **PDF File(s)**.
- Review, print or save file.
- Click the **X red box** located in the top right-hand corner of the screen to close the file.
- Click the **Close Me** button.
- Click the **Yes** button.
- Click the **New Search** link to begin a new search.

<b>Application #:</b>	050727-15	<b>Permit#:</b>	06-01400-S	<b>Approved Date:</b>	02-Nov-2005	
<b>Issuing Office:</b>	WPB	<b>Permit Type:</b>	Surface Water Management (General Permit Modification)		<b>Permit Status:</b>	ACTIVE
<b>Expiration Date:</b>		<b>Project Acres:</b>	1		<b>Receiving Body:</b>	Master System
<b>Project Name:</b>	South Broward Drainage District Basins S-9 And S-10					
<b>Location:</b>	Broward	<b>Landuse(s):</b>	Residential			
	S26,35/T50/R39		Commercial			
<b>Applicant:</b>	South Broward Drainage District	<b>Neil Kalin</b>	6591 S W 160 Ave Southwest Ranches FL 33131			
<b>Owner:</b>	South Broward Drainage District		6591 S W 160 Ave Southwest Ranches FL 33131			
<b>Engr:</b>	Calvin Giordano & Associates Inc	<b>John Messerian, Pe</b>	1800 Eller Dr Ste 600 Fort Lauderdale			
<b>Consultant:</b>	FL 33316					
<b>Oper Entity:</b>	Permittee					

ComplianceEngineering(5)

050727-15\_certaccept\_20101018\_689138.pdf

050727-15\_EngCertMaps\_20100823\_669384.pdf



## Download Results to Excel

- Click the **Download Results** link at the top of the page.
- Click the **Open** button when the File Download dialog box appears.

New Search

**Download Results**

1 to 1 of 1

First Page Last Page

**Note:** This option provides a Microsoft Excel spreadsheet that can easily be sorted based on your specifications.

<b>Application #:</b>	050727-15	<b>Permit#:</b>	06-01400-S	<b>Approved Date:</b>	02-Nov-2005	
<b>Issuing Office:</b>	WPB	<b>Permit Type:</b>	Surface Water Management (General Permit Modification)		<b>Permit Status:</b>	ACTIVE
<b>Expiration Date:</b>		<b>Project Acres:</b>	1		<b>Receiving Body:</b>	Master System
<b>Project Name:</b>	South Broward Drainage District Basins S-9 And S-10					
<b>Location:</b>	Broward	<b>Landuse(s):</b>	Residential			
	S26,35/T50/R39		Commercial			
<b>Applicant:</b>	South Broward Drainage District	<b>Neil Kalin</b>	6591 S W 160 Ave Southwest Ranches FL 33131			
<b>Owner:</b>	South Broward Drainage District		6591 S W 160 Ave Southwest Ranches FL 33131			
<b>Engr:</b>	Calvin Giordano & Associates Inc	<b>John Messerian, Pe</b>	1800 Eller Dr Ste 600 Fort Lauderdale			
<b>Consultant:</b>	FL 33316					
<b>Oper Entity:</b>	Permittee					

APPLICA	PERMIT N	APPROVE	RECEIVE	ISSUING	STATUS	PERMIT T	EXPIRATK	PROJECT	PROJECT	DEADLINE	WATERS	COUNTY	LOCATION	LANDUSE	REVIEWE	PARTY OF	FIL
9	051118-1	56-01480-P	58-Nov-05	WPB	Initial	Reviv	Environmental	Resour	3.7	Midway Ct	18-Dec-05	Northeast	St Lucie	S27736-93	Commercial	SWMM	Hug Applicant
10	051118-2	06-00339-S	18-Nov-05	WPB	Initial	Reviv	Surface Water Manag		400	Fl Landsc	18-Dec-05	Central	Collier	S272870	Residential	SWMM	Cam Applicant
11	051118-3	43-01422-P	17-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		1	Tumberry	18-Dec-05	Water Tab	Miami-Dad	S2752-84	Derivativng	WU	Not A Applicant
12	051117-7	36-00328-S	17-Nov-05	FTM	Initial	Reviv	Environmental	Resour	1.61	Central Pa	17-Dec-05	Prosperr	Marion	S5736-84	Derivativng	WU	Not A Applicant
13	051117-6	36-00328-S	17-Nov-05	FTM	Initial	Reviv	New Water Use (Gen		1	Rainima	17-Dec-05	Water Tab	St Lucie	S5736-84	Derivativng	WU	Not A Applicant
14	051117-5	36-00328-S	17-Nov-05	FTM	Initial	Reviv	Environmental	Resour	0.26	Pioneer Sc	17-Dec-05	Surficial A	St Lucie	S5737-84	Landscape	WU	Not A Applicant
15	051117-4	36-00328-S	17-Nov-05	FTM	Initial	Reviv	New Water Use (Gen		0.29	Southwest B	17-Dec-05	Surficial A	Marion	S32738-84	Landscape	WU	Not A Applicant
16	051116-10	43-01274-P	16-Nov-05	WPB	Initial	Reviv	Environmental	Resour	0.2	Lester Mar	16-Dec-05	Shingle Cr	Orange	S9724-82	Recreation	SWMM	Edw Applicant
17	051116-11	49-00094-S	16-Nov-05	WPB	Initial	Reviv	Environmental	Resour	4.28	Stevens In	16-Dec-05	St Lucie R	Marion	S32737-84	Residential	SWMM	Hug Applicant
18	051116-9	36-03174-P	16-Nov-05	WPB	Initial	Reviv	Environmental	Resour	33.7	W 74th	16-Dec-05	Onsite Ret	Miami-Dad	S7-10-15	Highway	ENV	Ron Applicant
19	051116-8	50-07012-P	16-Nov-05	FTM	Initial	Reviv	Environmental	Resour	3.76	Empire Blu	16-Dec-05	Existing S	Lee	S34746-82	Commercial	ENV	Irvin Applicant
20	051116-5	36-01612-S	16-Nov-05	FTM	Initial	Reviv	Surface Water Manag		211.83	Rv Mrs S1	16-Dec-05	Existing S	Collier	S67731-82	Commercial	SWMM	Ann Applicant
21	051116-2	11-02226-P-02	16-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		1	Kelley Cun	16-Dec-05	Surficial A	Marion	S17728-84	Landscape	WU	Not A Applicant
22	051116-4	50-07012-P	16-Nov-05	FTM	Complete	Environmental	Resour		30.03	Rice Cente	16-Dec-05	Existing C	Palm Beach	S17428-84	Commercial	SWMM	Man Applicant
23	051116-3	36-01612-S	16-Nov-05	FTM	Complete	Environmental	Resour		5.41	Colonial Bl	16-Dec-05	Existing S	Collier	S13748-82	Commercial	SWMM	Ann Applicant
24	051115-5	49-00094-S	15-Nov-05	WPB	Initial	Reviv	Environmental	Resour	302.77	Bridgegras	15-Dec-05	Lake Toho	Osceola	S27737-84	Residential	SWMM	Alan Applicant
25	051115-4	49-00094-S	15-Nov-05	WPB	Initial	Reviv	Environmental	Resour	302.77	Bridgegras	15-Dec-05	Lake Toho	Osceola	S27737-84	Residential	SWMM	Alan Applicant
26	051115-3	49-00094-S	15-Nov-05	WPB	Initial	Reviv	Environmental	Resour	302.77	Bridgegras	15-Dec-05	Lake Toho	Osceola	S27737-84	Residential	SWMM	Alan Applicant
27	051115-2	49-00094-S	15-Nov-05	WPB	Initial	Reviv	Environmental	Resour	302.77	Bridgegras	15-Dec-05	Lake Toho	Osceola	S27737-84	Residential	SWMM	Alan Applicant
28	051115-1	49-00094-S	15-Nov-05	WPB	Initial	Reviv	Environmental	Resour	302.77	Bridgegras	15-Dec-05	Lake Toho	Osceola	S27737-84	Residential	SWMM	Alan Applicant
29	051115-8	50-05988-W	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
30	051115-7	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
31	051115-6	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
32	051115-5	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
33	051115-4	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
34	051115-3	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
35	051115-2	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
36	051115-1	06-01866-S-03	15-Nov-05	WPB	Initial	Reviv	New Water Use (Gen		0.62	Star S Th	15-Dec-05	Surficial A	Palm Beach	S27744-84	Landscape	WU	Jose Applicant
37	051115-10	36-03243-S	15-Nov-05	FTM	Initial	Reviv	Surface Water Manag		12.43	Cape Elem	15-Dec-05	Existing S	Lee	S7746-82	Other	ENV	Kevin Applicant

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## Enforcement Records Search

Searching enforcement records allows for the review of notices of violation, consent agreements, settlement letters and other associated documents, based on a variety of chosen criteria.

To begin the search process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

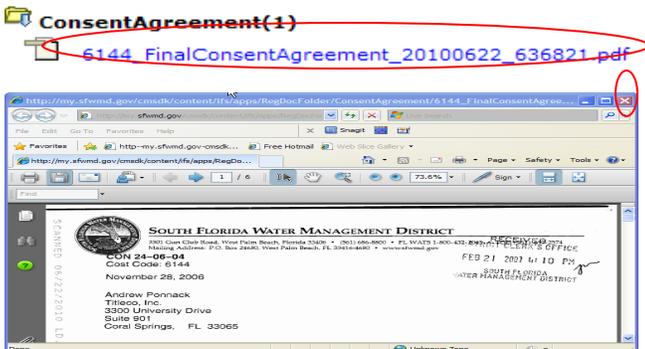
An ePermitting account is not required to search for records.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

## Viewing Records

1. Click the **Enforcement** link.
2. Enter search criteria (fields denoted with an asterisk next to them are required).
3. Click **Search Records**.
4. Click on the Cost Code **Number** link.
5. Click on the applicable **Folder(s)**.
6. Click on the applicable **PDF File(s)**.
7. Click the **X red box** located in the top right-hand corner of the screen to close the file.
8. Click the **Close Me** button.
9. Click the **Yes** button.
10. Click the **New Search** link to begin a new search.

### Documents



<b>Cost Code:</b> 6144	<b>Date Received:</b> 2006-05-24	<b>Issuing Office:</b> WPB
<b>Application #:</b> 041221-17	<b>Application Status:</b> COMPLETE	<b>PCN Number:</b> 484121BH0010-40
<b>Permit#:</b> 06-00162-S-77	<b>Location:</b> Broward S/21T/48R/41	
<b>Project Name:</b> Titleco		
<b>Applicant:</b> Titleco, Inc. 10101 W. Sample Road Coral Springs, FL 33065		
<b>Owner:</b> S&W Realty Holdings Llc 9955 Nw 31st Street Coral Springs, FL 33065		


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## Noticing Records Search

Searching for notices allows for the review of applications received and issued, compliance notices, intended and proposed agency actions, regulatory agendas, Tribal work plans, notices of unpermitted water use and rulemaking changes.

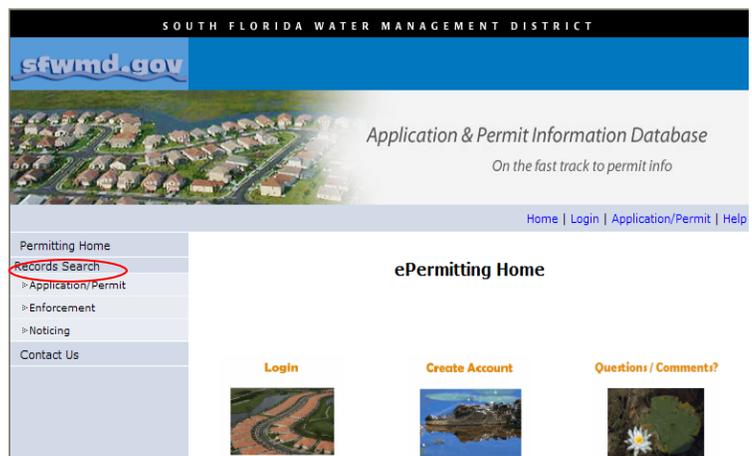
To begin the search process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) on the address bar, which provides direct access to the **ePermitting Home** page.

An ePermitting account is not required to search for noticing.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

## Viewing Notices

1. Click the **Noticing** link.
2. Select **Notice Type**.
3. Select **Date Range**.
4. Select **County**.
5. Select **Permit Type**.
6. Click the **Run Report** button.



Home | Login | Application/Permit | Help

Permitting Home  
 Records Search  
 » Application/Permit  
 » Enforcement  
 » Noticing  
 Contact Us

### Records Search - Noticing

Screen Help

Notice Type: ALL ?

From Date: 01 - JAN - 1965 (DD-MON-YYYY) ?

To Date: 27 - MAR - 2011 (DD-MON-YYYY) ?

County: ALL ?

Permit Type: ALL ?

Run Report Clear Form



## Viewing Notices (continued)

1. Click on applicable **Folder(s)**.
2. Click on applicable **PDF File(s)**.
3. Review, print or save file.
4. Click the **X red box** located in the top right-hand corner of the screen to close the file.
5. Click the **New Search** link to begin a new search.

**Regulatory Notices Report**

[New Search](#)

Documents [List by date](#)

- NoticeOfIntPropAgencyAction(1)**
- NoticeOfReceiptOfApplication(69)
- PulledItemsList(1)
- RegulatoryAgendaChangeSheet(1)
- RegulatoryConsentAgenda(1)
- RegulatoryConsentAgendaFaxList(1)
- RuleMakingChanges(1)

[New Search](#)

**Regulatory Notices Report**

[New Search](#)

Documents [List by date](#)

- NoticeOfIntPropAgencyAction(1)**
  - COMLOG\_649.txt Dec 1, 2005 1:33:52 PM
- NoticeOfReceiptOfApplication(69)
  - COMLOG\_654.txt Dec 1, 2005 1:35:15 PM
- RegulatoryAgendaChangeSheet(1)
  - COMLOG\_655.txt Dec 1, 2005 1:35:15 PM
- RegulatoryConsentAgenda(1)
- RegulatoryConsentAgendaFaxList(1)
- RuleMakingChanges(1)

[New Search](#)

http://my.sfwmv.gov/cmsdk/content/ifs/apps/RegDocFolder/TribalWorkPlans/First%20Amendment%20to...

File Edit Go To Favorites Help X Snagit

http://my.sfwmv.gov/cmsdk/content/ifs/apps/RegDoc...

Find

Last Date for Board Action: September 9, 1999

**DRAFT**  
Subject to Governing Board Approval

Seminole Tribe of Florida

First Amendment to the First Amendment to the Tenth Annual Work Plan

Glades County

SOUTH FLORIDA WATER MANAGEMENT DISTRICT

STAFF REPORT

Unknown Zone


 sfwmd.gov/ePermitting

## eNotice - User Subscription

eNotice allows registered users to receive electronic notifications related to **specific permit, application or cost code number(s)**. Information available includes notifications such as Receipt of Application, Staff Reports, Notice of Intended/Proposed/Agency Action, and/or List of Applications Complete/Issued.

To begin the subscription process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

If you do not have an ePermitting account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

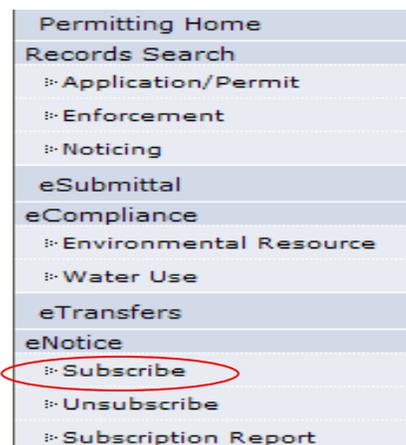
For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Subscribing

1. Click on the **Subscribe** function located under **eNotice** listed in the menu on the left-hand side of the ePermitting Home page.

**Note:** Your address information will fill in automatically based on your initial registration. It is important to verify that all information is current, especially your email address as this will be used for your subscription.

2. Select the type(s) of noticing that you would like to receive.
3. Click the applicable link next to the noticing type for more specific options (permit/application/cost code number(s), county and permit type).



#### I want to subscribe to the following electronic noticing:

- Information Updates to a Specific Application [Select Application Number\(s\)](#)
- Information Updates to a Specific Permit [Select Permit Number\(s\)](#)
- Information Updates to a Specific Cost Code [Select Cost Code Number\(s\)](#)
- Application Notification [Select County/Permit Type](#)
- Environmental Resource Compliance Notices [Select County/Permit Type](#)
- Individual Permits Issued Previous Month
- Intended / Proposed / Agency Action [Select County/Permit Type](#)
- List of Ind Applications Complete
- List of Ind Applications Processed
- Notices of Unpermitted Water Use
- Pulled Items List
- Receipt of Application [Select County/Permit Type](#)
- Regulatory Agenda Change Sheet
- Regulatory Consent Agenda
- Regulatory Consent Agenda Fax List
- Regulatory Consent Agreements [Select County/Permit Type](#)
- Regulatory Public Meeting Agenda
- Rule Making Changes
- Tribal Work Plans
- ePermitting News Briefs



## Subscribing (continued)

4. Add application/permit number(s) if applicable to subscription request.
5. Click the **Add** button.
6. Click the box next to **I agree to the above**.
7. Click the **Submit** button.

### Notes:

- Notification emails are only generated once per day. Therefore, subscribers will begin to receive notification emails within 24 hours of their request, when a new notice is posted.
- Modifications can be made to your subscription at any time by following the *Subscribe* process.
- Subscriptions are scheduled to expire automatically every 6 months. If you would like to renew your subscription, respond to the reminder email that is sent one month prior to the subscription expiration date.

### I want to subscribe to the following electronic noticing:

Information Updates to a Specific Application [Select Application Number\(s\)](#)

#### To Add

Enter an application number in the textbox below and then press the "Add" button.

[Search](#)

**Application #:**

#### Current List

#### To Delete

Select one or more entries from the "Current List" and then press the "Delete" button.

### Statement of Agreement ?

I agree to receive notices of permit applications and Staff Reports of Intended/Proposed Agency Action electronically via Internet e-mail. I understand that by agreeing to receive notices of applications electronically, I will not receive such notices by U.S. mail. I understand that I retain the right to resume receiving notices of application by U.S. mail, provided that I send the District a written request to receive U.S. mail. I understand that I am responsible for promptly notifying the District of any changes to my e-mail address, and that I can ask my old Internet provider to forward e-mails to my new Internet e-mail address in the interim.

**I agree to the above** ?

## Unsubscribing

1. Click on the **Unsubscribe** function located under **eNotice** listed in the menu on the left-hand side of the ePermitting Home page.
2. Click the **Yes** button.

**Note:** To re-subscribe to eNotice at a later date, follow the *Subscribe* process.

Permitting Home
Records Search
↳ Application/Permit
↳ Enforcement
↳ Noticing
eSubmittal
eCompliance
↳ Environmental Resource
↳ Water Use
eTransfers
eNotice
↳ <b>Subscribe</b>
↳ <b>Unsubscribe</b>
↳ Subscription Report

### Subscription Delete Confirmation

This will remove **all** your current subscription(s). If you want to unsubscribe to just one or two notices, use the **Subscribe** option.

Are you sure you want to delete your subscription?

### Message Page

You successfully unsubscribed.  
Thank you.

## Subscription Report

1. Click on the **Subscription Report** function located under **eNotice** listed in the menu on the left-hand side of the ePermitting Home page.
2. Select desired criteria (dates and notice types).
3. Enter User ID (name).
4. Click the **Run Report** button.
5. View subscription history as requested.

- Permitting Home
- Records Search
  - Application/Permit
  - Enforcement
  - Noticing
- eSubmittal
- eCompliance
  - Environmental Resource
  - Water Use
- eTransfers
- eNotice
  - Subscribe
  - Unsubscribe
  - Subscription Report**

### Subscription Report

From:  -  -  (DD-MON-YYYY) ?

To:  -  -  (DD-MON-YYYY) ?

Notice Type:  ?

User Id:  ?

## Subscription Report

[New Search](#)

Subscribed By ?	Notice Type ?	Subscription Date ?	Expiration Date ?
Kellie Madison (kmadison)	<b>Application Notification</b> ALL COUNTIES ALL PERMIT TYPES <b>Tribal Work Plans</b>	17-Sep-2009	17-Mar-2010

sfwmd.gov/ePermitting

## eSubmittal - Environmental Resource Permit (ERP)

This function allows registered users the convenience of electronically applying for an environmental resource permit. Specific permit requirements can be located by clicking on the Permitting Services link at [www.sfwmd.gov](http://www.sfwmd.gov).

To begin the application process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

If you do not have an ePermitting account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Submitting an ERP Application (Application Type)

1. Click the **eSubmittal** link.
2. Click the circle next to **Environmental Resource Permit**.
3. Click the **Continue** button.

**Notes:**

- Selecting the *update/delete* option allows access to a list of pending submittals.
- Selecting the *process a routed submittal* option allows you to route a pending submittal.
- Once the application type has been selected, corresponding tabs will appear to indicate what information/sections must be completed. The Next and Previous buttons or links will allow navigation through the application process.
- All fields denoted with an \* asterisk are required.

Please use the provided application navigation. Use of the browser's navigation buttons will result in corrupted data.

Do you want to create new submittal?  
 Select the Permit Type:  
 Environmental Resource Permit ERP Screen Help  
 Water Use Permit Water Use Screen Help  
 Pollutant Source Control Permit PSC Screen Help

Do you want to update/delete your pending submittal?

Do you want to process a routed submittal?

Continue >>

Application Type	Relevant Parties	Project Location	Pre-Application Meeting
Existing Permit Information	Section C	Section D	Section G Part I
Section G Part II	Project Proprietary		

Application Type	Relevant Parties	Project Location	Pre-Application Meeting
Existing Permit Information	Section C	Site Information	Environmental Considerations
Plans Section I	Plans Section II	Plans Section III	
Construction Schedule and Techniques		Drainage Information	
Operation and Maintenance and Legal Documentation			Water Use Section E Table
Section G Part I	Section G Part II	Project Proprietary	

Application Type	Relevant Parties	Project Location	Pre-Application Meeting
Existing Permit Information	Section C	Section F	Section G Part I
Section G Part II	Project Proprietary		



## Submitting an ERP Application (Application Type, continued)

- Click the appropriate answer to the two **Application Type Details** questions.
- Select the applicable **type of permit** requested using the drop down menu in section A.
- Click the circle next to the applicable **Type of Activity** being applied for in section B.
- Enter **permit number** if applying to modify a previously permitted system.

**Note:** The second part of section B refers to any previously permitted system through DEP. If the DEP permit number is not available, you may conduct a search at:

[http://approd.dep.state.fl.us/www\\_pa/pa\\_search.asp](http://approd.dep.state.fl.us/www_pa/pa_search.asp)

- Click the appropriate answer for **section C**.
- Click the appropriate answer for **section D** (only if activity affects wetlands).
- Click the appropriate answer for **section E** (if response is yes, enter rule number).
- Click the **Next Page** button or link.

### Application Type Details

\* Are any of the activities described in this application proposed to occur in, on, or over wetlands or other surface waters?  
 Yes  No

\* Is this application being filed by or on behalf of a government entity or drainage district?  
 Yes  No

---

\* A. Type of Environmental Resource Permit Requested (Select One)

Select one of the Environmental Resource Permit Requested

---

\* B. Type of activity for which you are applying

Please select from one of the following:

Construction and operation of a new system including dredging or filling in, on or over wetlands and other surface waters.

Alteration and operation of an existing system which was not previously permitted by a WMD or DEP.

Modification of a system previously permitted.

Operation only permit.

Single Family Residential Homesite.

Provide previous permit number:  [Application/Permit Search](#)

Alteration and operation of a system  Extension of permit duration

Abandonment of a system  Construction and operation of additional phases of a system

Removal of a system

Provide previous DEP permit numbers:

---

\* C. Are you requesting authorization to use State Owned Submerged  
 Yes  No (If yes, include the information requested in Section G.)

---

\* D. For activities in, on or over wetlands or other surface waters, check type of federal dredge and fill permit requested:

Individual  Programmatic General  Letter of Permission

General  Nationwide  Not Applicable

---

\* E. Are you claiming to qualify for an exemption?  
 Yes  No

If yes provide rule number if known:

Fields marked with an asterisk (\*) are required.

## Submitting an ERP Application (Relevant Parties)

1. Select the applicable **type of organization** using the drop down menu.
2. Click the **Add Parties** button.
3. Enter **Applicant/Owner** information (fields denoted with an \* asterisk are required).
4. Click the **Save** button.
5. Repeat steps 2 through 4 until all **relevant parties** are entered.
6. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
7. Click the **Next Page** button or link.

**Relevant Parties Details**

\* Please select from the following list which best describes the applicant's organization: PRIVATE

The table below displays the Relevant Parties.  
To add relevant party to the list select the "Add Parties" button below the table.

Relevant Party Type	First Name, Last Name	Address	Phone	Email	
APPLICANT	John Smith	123 Somewhere Lane	561-555-1212	jsmith@bellsouth.net	edit   delete

Add Parties

**Attached Files**

FileName	Size

Attach Files

Cancel

Fields marked with an asterisk (\*) are required

**Enter Relevant Parties Details:**

**Add Associated Parties:**  
\* Applicant information is required - enter Owner information only if different from Applicant.

AGENT     APPLICANT     ATTORNEY     CONTRACT PURCHASER     ENGR CONSULTANT  
 ENVY CONSULTANT     LESSEE     OTHER INTERESTED PARTY     OWNER

\* First Name: John    \* Last Name: Smith  
 Company:    Salutation:  
 \* Address 1: Somewhere Lane    Address 2:  
 \* City: West Palm Beach    \* Zip: 33406  
 \* State: FL    \* Phone: 561 - 555 - 1212 ext:    \* Fax: 561 - 555 - 1313 ext:  
 \* Email: jsmith@bellsouth.net

Cancel    Save

Fields marked with an asterisk (\*) are required.

## Submitting an ERP Application (Project Location)

1. Enter the **Project Name**.
2. Enter the **Project Acreage**.
3. Enter the **City, Town or Village** where the project is located.
4. Click the **Add County, Sec, Twp, Rge** button.
5. Select the **County** where the project is located using the drop down menu.
6. Enter the **Section(s)** associated with the project.
7. Select the **Township** associated with the project using the drop down menu.
8. Select the **Range** associated with the project using the drop down menu.
9. Enter the **Land Grant Name** if applicable.
10. Enter the **Tax Parcel ID Number** associated with the project.
11. Click the **Save** button.
12. Click the **Attach Files** button if there are any proposed changes to the boundaries of your permit (refer to the *Attaching Files* process for detailed instructions).
13. Click the **Next Page** button or link.

**Project Location Details**

**Project Site Details:**

\* Project Name: Naples Public Golf Course  
 \* Project Acreage: 150  
 \* City, Town or Village: Naples

The table below displays the Project Location.  
To add project location to the list select the "Add County, Sec, Twp, Rge" button below the table.

County	Sections	Township	Range	Land Grant	Tax Parcel Id No	
COLLIER	2, 3	15	28			edit   delete

Add County, Sec, Twp, Rge

Please attach a location map and a site map if proposing any changes to the boundaries of your permit.

- Location Map, showing location of the project in relation to major roads.
- Site Map, locating project in relation to adjacent streets, canals and water bodies, and showing property boundaries, buildings, on-site lakes/ponds and the location of pumps and wells.

**Attached Files**

FileName	Size

Attach Files

**Enter Project Location Details:**

\* County: COLLIER

Sections	Township	Range
2, 3	* 15	* 28

Land Grant name, if applicable:

Tax Parcel Identification Number:

Cancel    Save



## Submitting an ERP Application (Pre-Application Meeting)

1. Click the **Add Meeting** button.
2. Enter pre-application details if applicable.  
  
**Note:** This section is not a requirement. However, first time applicants may benefit from talking with an agency reviewer prior to starting a project.
3. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
4. Click the **Next Page** button or link.

**Pre-Application Meeting Details**  
This section is not required.  
The table below displays the Pre-Application Meeting.  
To add pre-application Meeting to the list select the "Add Meeting" button below the table.

Number	Text
Add Meeting	

**Attached Files**

FileName	Size
Attach Files	

Cancel

---

**Pre-Application Meeting Details**

**Enter Pre-Application Meeting Details:**  
If there have been any pre-application meetings, including at the project site, with regulatory staff, please list the date(s), location(s), and names of key staff and project representatives. Use less than 2500 Characters.

September 28, 2006. On-site project meeting to determine entire scope and application details. Staff included:

Cancel Save

## Submitting an ERP Application (Existing Permit Information)

1. Enter a **Description** of the proposed project, system or activity.
2. Select the applicable **Land use** using the drop down menu.
3. Click the **Add Phosphorus Budget Report** button if changing land use.
4. Attach report if applicable.
5. Click the **Done** button.
6. Click the **Add Permits** button if existing permits are applicable.
7. Enter the name of the **Agency** that issued the permit.
8. Select the **action/issue date** of the permit using the calendar drop down menu.
9. Enter the **number and type of application** issued/requested.
10. Select the **Action Taken** using the drop down menu.
11. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
12. Click the **Save** button.

**Existing Permit Details**  
Describe, in general terms, the proposed project, system or activity. Use less than 1500 Characters.  
Would like to build a golf course.

\* Please select the landuse: GOLF COURSE DEVELOPMENT

**For Land Use Change, please add a Phosphorus Budget Calculator.**

**Attached Files**

Phosphorus Budget File Name	Size
Add Phosphorus Budget Report	

**Attach Phosphorus Files**

**Attachments**

Budget Name	FileName
Done Cancel	

**Please identify by number any MSSW/Wetland Resource/ERP/ACOE permits pending, issued or denied for projects at the location and any related enforcement actions.**

Agency	Date	No./Type of Application	ActionTaken (Pending/Issued/Denied)	
Dept of Environmental Protection	02/02/2011	ERP	Issued	edit   delete
			Denied	edit   delete

Add Permits

**Enter Permit Details:**

Agency: DEP Date: 02/07/2007

No./Type of Application: ERP/5551212 Action Taken: Issued

Cancel Save



## Submitting an ERP Application (Existing Permit Information, continued)

13. Click the **Add Property Owners** button if applicable.
14. Enter the **property owner** details.

**Note:** If the property includes wetlands and other environmentally sensitive areas, you must enter information for property owners, excluding yourself as the applicant, whose property directly adjoins this project.

15. Click the **Save** button.
16. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
17. Continue completing the **required sections** for the type of application being requested (refer to specific section process for detailed instructions).

Note: This information is required for projects proposed to occur in, on or over wetlands or other surface waters that need a federal dredge and fill permit and/or authorization to use state owned submerged lands.  
Please provide the names, addresses and zip codes of property owners whose property directly adjoins the project(excluding applicant).

Name	Address	City	State	Zip	
	hjj	ghjhgj	FL	33406	<a href="#">edit</a>   <a href="#">delete</a>

Property Owner Details

Enter Property Owner Details:

Name:  ?

\* Address:  ?

\* State:  ?

\* City:  ?

\* Zip:   ?

Fields marked with an asterisk (\*) are required.



## Submitting an ERP Application (Section B Details)

Section B is required when submitting an application for a *Noticed General* permit (NGP).

1. Enter **Noticed General Permit (NGP) rule section number**.
2. Enter **project boundaries** using a USGS quadrangle map.
3. Enter **site plan details**.
4. Enter **earthwork information**.
5. Enter **wetland and aquatic habitat** descriptions.
6. Enter **construction methods and schedules**.
7. Enter any **additional information** that verify qualification for a general permit.
8. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
9. Click the **Next Page** button or link.

### Notes:

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section B Details**

**A. Provide the rule section number of the NGP for which you are applying**

**B. Indicate the project boundaries on a USGS quad map reduced or enlarged as necessary to legibly show the entire project. If not apparent from the quad map, provide a location map showing a north arrow and a graphic scale; Section(s), Township(s), and Range(s); and sufficient detail to allow a person unfamiliar with the site to find it.**

**C. Site plan showing the following features as applicable**

1. Property boundaries and dimensions.
2. Name and location of any adjoining public streets or roads.
3. Location and dimensions of all existing structures and use if not apparent.
4. Label all impervious and pervious area and indicate their size.
5. Indicate the direction of drainage relative to the proposed improvements.
6. Locations of all proposed works.
7. Permanent and temporary erosion, sediment and turbidity controls.
8. Boundaries of wetlands and other surface waters identifying open water areas.

**D. Boundary, area and volume of all temporary and permanent earthwork including pre- and post-construction grades.**

**E. Wetlands and aquatic habitat descriptions.**

**F. Construction methods and schedules.**

**G. Additional information that would show that you qualify for the general permit, addressing all the parameters, thresholds and conditions required in the general permit. Errors and omissions will be identified within 30 days by the processing agency.**

**Attached Files**

FileName	Size

## Submitting an ERP Application (Section C Details)

Section C is required for *all application types* with the exception of Noticed General permit.

1. Attach **project boundaries** using a USGS quadrangle map.
2. Click the **Attach Files** button (refer to the *Attaching Files* process for detailed instructions).
3. Click the **Add Receiving Water Body** button and enter the names of wetlands or surface waters affected.
4. Attach a **construction plan and section views** and enter any applicable comments.
5. Click the **Attach Files** button (refer to the *Attaching Files* process for detailed instructions).
6. Enter **proposed project** descriptions.
7. Enter **wetlands or surface water acreage**.
8. Enter **proposed mitigation** to wetlands or surface waters.
9. Click the **Next Page** button or link.

### Notes:

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section C Details**

**Environmental Resource Permit Notice of Receipt of Application**

This information is required in addition to that required in other sections of the application.

1. Indicate the project boundaries on a USGS quadrangle map reduced or enlarged as necessary to legibly show the entire project. If not apparent from the quad map, attach a location map showing a north arrow and a graphic scale; Section(s), Township(s), and Range(s); and sufficient detail to allow a person unfamiliar with the site to find it.
2. Provide the names of all wetlands, or other surface waters that would be dredged, filled, impounded, diverted, drained, or would receive discharge (either directly or indirectly), or would otherwise be impacted by the proposed activity, and specify if they are in an Outstanding Florida Water or Aquatic Preserve:
 

Receiving Waterbody	Class Type	Outstanding Florida Water	Aquatic Preserve
<input type="button" value="Add Receiving Water Body"/>			
3. Attach a depiction (plan and section views), which clearly shows the works or other facilities proposed to be constructed. Use a scale sufficient to show the location and type of works. Use multiple sheets, if necessary.
4. Briefly describe the proposed project. (such as "construct a deck with boatshelter", "replace two existing culverts", "construct surface water management system to serve 150 acre residential development") - Read Only
5. Specify the acreage of wetlands or other surface waters, if any, that are proposed to be disturbed, filled, excavated, or otherwise impacted by the proposed activity:
6. Provide a brief statement describing any proposed mitigation for impacts to wetlands and other surface waters.

**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	



Previous Page



Next Page



Last Page



## Submitting an ERP Application (Section D Details)

Section D is required when submitting an application for a *standard general and individual (single family dwelling)* permit if the project does not qualify for an exemption or a noticed general permit. The information must pertain to an individual, single family dwelling unit, duplex, or quadraplex and cannot be a part of a larger common plan of development.

1. Enter **Site Information** including directions and location of work.
2. Attach **Site Drawings** including plan, top, cross sectional and profile views, and enter applicable comments.
3. Click the **Attach Files** button (refer to the *Attaching Files* process for detailed instructions).
4. Enter **Project Details**.
5. Click the **Next Page** button or link.

### Notes:

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section D**

**Information for standard general or individual environmental resource permits for projects related to a single family dwelling unit.**

Complete this Section only if your project does not qualify for an exemption or noticed general permit. The information requested below is for projects related to an individual, single family dwelling unit, duplex or quadraplex which is not part of a larger common plan of development proposed by the applicant. Please contact the local office of the DEP or WMD if you are unsure whether your project would fit this description.

---

**A. Site Information**

1. Directions: Provide written directions to the property.
2. Indicate how the location of work marked on site: for example, the center line of the road is flagged, a string running between stakes identifies the bulkhead location, etc.

---

**B. DRAWINGS**

Drawings should be of sufficient detail to clearly show the existing physical conditions of the site, and the extent, type, and location of the proposed activities. The drawings should clearly show waters/wetlands to be impacted, either temporarily or permanently. Any water/wetland areas proposed to be created, enhanced, restored, preserved, or which will remain undisturbed should be clearly identified and labeled. The following drawings are required:

1. **Plan View (Top View)**  
This shows the work as viewed from above. A survey of the project site is very useful as a starting point for preparing plan views of the project. Include the following:
  - a. Applicant name, property line, north arrow and graphic scale or dimensions of proposed work on each drawing sheet.
  - b. Representative land elevations (spot elevations or contour lines) referred to National Geodetic Vertical Datum (NGVD), as is used on the U.S.G.S. contour maps, if available.
  - c. The limits of wetlands and other surface waters and open water areas in the vicinity of the proposed work. Describe how the wetland limits were determined. If there has ever been a jurisdictional declaratory statement, a formal wetland determination, a formal determination, validated informal determination, or a revalidated jurisdictional determination, provide the identifying number.
  - d. All proposed work, including dredging, filling or structures. Where possible, differentiate between work in open water, marshes, swamps, or tidal flats and uplands.
  - e. Show selected water depths in and adjacent to the project site. For dock projects, show water depths at all mooring sites. These depths should be determined at approximate mean low water (MLW) or seasonal low water. Include the approximate tidal range (the difference between approximate mean high water (MHW) elevation and approximate MLW elevation) if the project is in a tidal waterbody.
  - f. Label all existing structures in wetlands or other surface waters at or adjacent to the proposed activity, such as docks, bulkheads, riprap, or buildings.
  - g. If dredging or dewatering is involved, show the location of proposed spoil sites. Include any levees, control structures or other methods for retaining or detaining return water. Also include locations of discharge sites where appropriate. (Note that a consumptive or water use permit may be required for dewatering.)
  - h. For piling supported structures over wetlands or other surface waters, show the entire structure. Indicate the location of any auxiliary construction in the vicinity of the proposed structure.
  - i. Show distance between the most waterward point of the proposed facility and the nearest edge of any navigation channel, where appropriate. If the project is on a waterway that has a federally maintained channel, a survey may be required to establish the distance from the waterward points of the structure to the near edge of the federal channel. Also indicate the width of the waterway.
  - j. Clearly show the locations of all corresponding cross-sectional or profile views on the plan view drawings.
2. **Cross Sectional and Profile Views**  
The cross-sectional view should show a "cut-away" end or middle view of the project, while the profile view should show a side view as if cut length-wise. All drawings should include:
  - a. Applicant name and graphic horizontal and vertical scales or dimensions of the proposed work on each drawing sheet.
  - b. Show approximate mean or seasonal (high and low) water line elevations referenced to NGVD.

---

**C. Project Details**

Provide a detailed description of the proposed project, including the following:

1. The type of activity that is proposed, how the activity will be conducted, construction techniques and sequencing, including equipment to be used, and methods for moving the equipment to and from the site. For projects that involve any dredging or excavation, describe the method of excavation, the type of material to be excavated, and the disposal location for the excavated material. State whether spoil is to be placed (either temporarily or permanently) in a wetland or other surface water. Indicate the time period any temporary structures will be in place.
2. The acreage (or square footage) of excavation and fill and differentiate between temporary and permanent work.
3. Methods for controlling turbidity (muddy water caused by erosion or work in the water).
4. Methods for stabilizing any slopes that will be created or disturbed during construction, including times expected to elapse before stabilization is performed. Describe both temporary and permanent stabilization methods, such as staked hay bales, temporary grass seed, and permanent sod.
5. If pilings or a seawall are to be installed state whether pilings and seawall slabs are to be installed by jetting or driving.  
For fill projects, describe the source and type of fill material to be used. For activities that involve the installation of riprap, describe the source, type and size of the rocks, concrete, or other material to be used for the riprap, and how these materials are to be placed. State whether the rocks will be underlain with filter cloth.

---

**Attached Files**

FileName	Size	
<a href="#">Attach Files</a>		



## Submitting an ERP Application (Section E - Site Information Details)

Section E is required when submitting an application for a *standard general (all other projects), individual (all other projects), and conceptual permit.*

1. Enter **Site Information** details.
2. Click the **Attach Files** button and attach project map and aerials, and enter applicable comments.
3. Enter **Seasonal High/Mean Water** information.
4. Enter **Wet Season High Water Tables** information.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section E**

**I. Site Information Details**

**A. Provide a map(s) of the project area and vicinity delineating USDA/SCS soil types.**

**B. Provide recent aerials, legible for photointerpretation with a scale of 1" = 400 ft, or more detailed, with project boundaries delineated on the aerial.**

**C. Identify the seasonal high water or mean high tide elevation and normal pool or mean low tide elevation for each on site wetland or surface water, including receiving waters into which runoff will be discharged. Include dates, datum, and methods used to determine these elevations.**

**D. Identify the wet season high water tables at the locations representative of the entire project site. Include dates, datum, and methods used to determine these elevations.**

Attached Files	
FileName	Size

## Submitting an ERP Application (Section E - Environmental Considerations)

1. Enter **Wildlife Survey** information.
2. Enter **Water Quality/Quantity, Hydroperiod and Habitat** information.
3. Enter **Proposed Mitigation Plan** information.
4. Enter **Wetland or Surface Water Boundary** information.
5. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
6. Click the **Next Page** button or link.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**II. Environmental Considerations Details**

**A. Provide results of any wildlife surveys that have been conducted on the site, and provide any comments pertaining to the project from the Florida Game and Fresh Water Fish Commission and the U.S. Fish and Wildlife Service.**

**B. Provide a description of how water quantity, quality, hydroperiod, and habitat will be maintained in on-site wetlands and other surface waters that will be preserved or will remain undisturbed.**

**C. Provide a narrative description of any proposed mitigation plans, including purpose, maintenance, monitoring, and construction sequence and techniques, and estimated costs.**

**D. Describe how boundaries of wetlands or other surface waters were determined. If there has ever been a jurisdictional declaratory statement, a formal wetland determination, a formal determination, a validated informal determination, or a revalidated jurisdictional determination, provide the identifying number.**

Attached Files	
FileName	Size



## Submitting an ERP Application (Section E - Plans Section I)

1. Enter **Project Boundary and Total Land** areas.
2. Enter **Existing Land Use and Land Cover** information.
3. Enter **Existing Topography** information.
4. Enter **Flood Plain Boundary** information.
5. Enter **Wetland and Surface Water Boundary** information.
6. Enter **Proposed Land Use and Land Cover** information.
7. Enter **Proposed Wetland and Surface Water Impact** information.
8. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
9. Click the **Next Page** button or link.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section E**

**III. Plans Details**

Provide clear, detailed plans for the system including specifications, plan (overhead) views, cross sections (with the locations of the cross sections shown on the corresponding plan view), and profile (longitudinal) views of the proposed project. The plans must be signed and sealed by an appropriate registered professional as required by law. Plans must include a scale and a north arrow.

These plans should show the following:

**A. Project area boundary and total land area, including distances and orientation from roads or other land marks.**

**B. Existing land use and land cover (acreage and percentages), and on-site natural communities, including wetlands and other surface waters, aquatic communities, and uplands. Use the Florida Land Use Cover & Classification System (FLUCCS)(Level 3) for projects proposed in the South Florida Water Management District, the St. Johns River Water Management District, and the Suwannee River Water Management District and use the National Wetlands Inventory (NWI) for projects proposed in the Southwest Florida Water Management District. Also identify each community with a unique identification number which must be consistent in all exhibits.**

**C. The existing topography extending at least 100 feet off the project area, and including adjacent wetlands and other surface waters. All topography shall include the location and a description of known benchmarks, referenced to NGVD. For systems waterward of the mean high water (MHW) or seasonal high water lines, show water depths, referenced to mean low water (MLW) in tidal areas or seasonal low water in non-tidal areas, and list the range between MHW and MLW. For docking facilities, indicate the distance to, location of, and depths of the nearest navigational channel and access routes to the channel.**

**D. If the project is in the known flood plain of a stream or other water course, identify the flood plain boundary and approximate flooding elevations; Identify the 100-year flood elevation and floodplain boundary of any lake, stream or other watercourse located on or adjacent to the site.**

**E. The boundaries of wetlands and other surface waters within the project area. Distinguish those wetlands and other surface waters that have been delineated by any binding jurisdictional determination.**

**F. Proposed land use, land cover and natural communities (acreage and percentages), including wetlands and other surface waters, undisturbed uplands, aquatic communities, impervious surfaces, and water management areas. Use the same classification system and community identification number used in III (B) above.**

**G. Proposed impacts to wetlands and other surface waters, and any proposed connections/outfalls to other surface waters or wetlands.**

**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	
<input type="button" value="Cancel"/>	



## Submitting an ERP Application (Section E - Plans Section II)

1. Enter **Proposed Buffer** zones.
2. Enter **Pre and Post-development Drainage** information.
3. Enter **Water Management Location** information.
4. Enter **Water Control Structure Location** information.
5. Enter **Proposed Structure** information.
6. Enter **Internal Water Management Facility** information.
7. Enter **Right of Way and Easement** information.
8. Enter **Receiving Water and Surface Water Management System** information.
9. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
10. Click the **Next Page** button or link.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

Section E

III. Plans Details

H. Proposed buffer zones.

---

I. Pre and post-development drainage patterns and basin boundaries showing the direction of flows, including any off-site runoff being routed through or around the system; and connections between wetlands and other surface waters.

---

J. Location of all water management areas with details of size, side slopes, and designed water depths.

---

K. Location and details of all water control structures, control elevations, any seasonal water level regulation schedules; and the location and description of benchmarks (minimum of one benchmark per structure).

---

L. Location, dimensions and elevations of all proposed structures, including docks, seawalls, utility lines, roads, and buildings.

---

M. Location, size, and design capacity of the internal water management facilities.

---

N. Rights-of-way and easements for the system, including all on-site and off-site areas to be reserved for water management purposes, and rights-of-way and easements for the existing drainage system, if any.

---

O. Receiving waters or surface water management systems into which runoff from the developed site will be discharged.

---

Attached Files

FileName	Size	
		<a href="#" style="background-color: #e6f2ff; padding: 2px 5px;">Attach Files</a>



## Submitting an ERP Application (Section E - Plans Section III)

1. Enter **Erosion, Sediment and Turbidity** control measurers.
2. Enter **Mitigation Area** information.
3. Enter **Site Grading** information.
4. Enter **Disposal Site** information.
5. Enter **Dewatering Plan** information.
6. Enter **Marina Facility** information.
7. Enter **Existing Offsite Feature** information.
8. Enter **Master Development Plan** information.
9. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
10. Click the **Next Page** button or link.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section E**

**III. Plans Details**

P. Location and details of the erosion, sediment and turbidity control measures to be implemented during each phase of construction and all permanent control measures to be implemented in post-development conditions.

Q. Location, grading, design water levels, and planting details of all mitigation areas.

R. Site grading details, including perimeter site grading.

S. Disposal site for any excavated material, including temporary and permanent disposal sites.

T. Dewatering plan details.

U. For marina facilities, locations of any sewage pumpout facilities, fueling facilities, boat repair and maintenance facilities, and fish cleaning stations.

V. Location and description of any nearby existing offsite features which might be affected by the proposed construction or development such as stormwater management ponds, buildings or other structures, wetlands or other surface waters.

W. For phased projects, provide a master development plan.

Attached Files	
FileName	Size



## Submitting an ERP Application (Section E - Construction Schedule and Techniques)

1. Enter **Pilings or Seawall Installation** methods.
2. Enter **Erosion and Turbidity Control Measure** information.
3. Enter **Wetland or Surface Water Excavation** information.
4. Enter **Wetland or Surface Water Fill** information.
5. Enter **Dewatering Plan** information.
6. Enter **Transport Equipment and Material** information.
7. Enter **Demolition** information.
8. Enter **Completion Schedule/Party Responsible** information.
9. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
10. Click the **Next Page** button or link.

### Notes:

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

Section E

**IV. Construction Schedule and Techniques Details**  
Provide a construction schedule, and a description of construction techniques, sequencing and equipment. This information should specifically include the following:

**A. Method for installing any pilings or seawall slabs.**

**B. Schedule of implementation of a temporary or permanent erosion and turbidity control measures.**

**C. For projects that involve dredging or excavation in wetlands or other surface waters, describe the method of excavation, and the type of material to be excavated.**

**D. For projects that involve fill in wetlands or other surface waters, describe the source and type of fill material to be used. For shoreline stabilization projects that involve the installation of riprap, state how these materials are to be placed, (i.e., individually or with heavy equipment) and whether the rocks will be underlain with filter cloth.**

**E. If dewatering is required, detail the dewatering proposal including the methods that are proposed to contain the discharge, methods of isolating dewatering areas, and indicate the period dewatering structures will be in place (Note a consumptive use or water use permit may be required).**

**F. Methods for transporting equipment and materials to and from the work site. If barges are required for access, provide the low water depths and draft of the fully loaded barge.**

**G. Demolition plan for any existing structures to be removed.**

**H. Identify the schedule and party responsible for completing monitoring, record drawings, and as-built certifications for the project when completed.**

Attached Files	
FileName	Size
<input type="button" value="Attach Files"/>	



## Submitting an ERP Application (Section E - Drainage Information)

1. Attach **Signed/Sealed Pre and Post-Development Drainage Calculation** information and applicable comments.
2. Enter **Percolation Test/Soil Borings** information.
3. Enter **Project Acreage and Percentage** information.
4. Enter **Floodplain Storage and Conveyance Engineering** analysis.
5. Enter **Water Quality Treatment** analysis.
6. Enter **Engineering Methodology** information.
7. Click the **Attach Files** button and attach applicable documents (refer to the *Attaching Files* process for detailed instructions).
8. Click the **Next Page** button or link.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**V. Drainage Information Details**

**A. Provide pre-development and post-development drainage calculations, signed and sealed by an appropriate registered professional, as follows:**

1. Runoff characteristics, including area, runoff curve number or runoff coefficient, and time of concentration for each drainage basin
2. Water table elevations (normal and seasonal high) including aerial extent and magnitude of any proposed water table drawdown
3. Receiving water elevations (normal, wet season, design storm)
4. Design storms used including rainfall depth, duration, frequency, and distribution
5. Runoff hydrograph(s) for each drainage basin, for all required design storm event(s)
6. Stage-storage computations for any area such as a reservoir, close basin, detention area, or channel, used in storage routing
7. Stage-discharge computations for any storage areas at a selected control point, such as control structure or natural restriction
8. Flood routings through on-site conveyance and storage areas
9. Water surface profiles in the primary drainage system for each required design storm event(s)
10. Runoff peak rates and volumes discharged from the system for each required design storm event(s)
11. Tail water history and justification (time and elevation)
12. Pump specifications and operating curves for range of possible operating conditions (if used in system)

**B. Provide the results of any percolation tests, where appropriate, and soil borings that are representative of the actual site conditions.**

**C. Provide the acreage, and percentages of the total project, of the following:**

1. impervious surfaces, excluding wetlands
2. pervious surfaces (green areas, not including wetlands)
3. lakes, canals, retention areas, other open water area
4. wetlands

**D. Provide an engineering analysis of floodplain storage and conveyance (if applicable), including**

1. Hydraulic calculations for all proposed traversing works
2. Backwater water surface profiles showing upstream impact of traversing work
3. Location and volume of encroachment within regulated floodplain(s)
4. Plan for compensating floodplain storage, if necessary, and calculations required for determining minimum building and road flood elevations

**E. Provide an analysis of the water quality treatment system including:**

1. A description of the proposed stormwater treatment methodology that addresses the type of treatment, pollution abatement volumes, and recovery analysis
2. Construction plans and calculations that address stage-storage and design elevations, which demonstrate compliance with the appropriate water quality treatment criteria

**F. Provide a description of the engineering methodology, assumptions and references for the parameters listed above, and a copy of all such computations, engineering plans, and specifications used to analyze the system. If a computer program is used for the analysis, provide the name of the program, a description of the program, input and output data, two diskette copies, if available, and justification for model selection.**

Attached Files	
FileName	Size
Attach Files	
Cancel	



## Submitting an ERP Application (Section E - Operation, Maintenance, Legal Documentation)

1. Enter **Overall Maintenance and Operation** schedule.
2. Enter **Operating and Maintenance Entity** information.
3. Attach copies of **Project Easement, Property Owner's Association and Plat** information.
4. Enter **Water and Waste Water Service** information.
5. Attach **Boundary/Legal/Acreage** information.
6. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
7. Click the **Next Page** button or link.

**Notes:**

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

VI. Operation and Maintenance and Legal Documentation Details

A. Describe the overall maintenance and operation schedule for the proposed system.

B. Identify the entity that will be responsible for operating and maintaining the system in perpetuity. If operating entity is different than permittee, a draft document enumerating the enforceable affirmative obligations on the entity to properly operate and maintain the system for its expected life, and documentation of the entity's financial responsibility for long term maintenance. If the proposed operation and maintenance entity is not a property owner's association, provide proof of the existence of an entity, or the future acceptance of the system by an entity which will operate and maintain the system. If a property owner's association is the proposed operation and maintenance entity, provide copies of the articles of incorporation for the association and copies of the declaration, restrictive covenants, deed restrictions, or other operational documents that assign responsibility for the operation and maintenance of the system. Provide information ensuring the continued adequate access to the system for maintenance purposes. Before transfer of the system to the operating entity will be approved, the permittee must document that the transferee will be bound by all terms and conditions of the permit.

C. Provide copies of all proposed conservation easements, storm water management system easements, property owner's association documents, and plats for the property containing the proposed system.

D. Provide indication of how water and waste water service will be supplied. Letters of commitment from off-site suppliers must be included.

E. Provide a copy of the boundary survey and/or legal description and acreage of the total land area of contiguous property owned/controlled the applicant.

Attached Files	
FileName	Size



## Submitting an ERP Application (Section E - Water Use)

1. Enter **Purpose of Surface Water System**.
2. Enter **Existing Water Use Permit number** if applicable.
3. Enter **New Water Use Permit** information.
4. Enter **Well** information.
5. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
6. Click the **Next Page** button or link.

### Notes:

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

Section E

VII. Water Use Details

A. Will the surface water system be used for water supply, including landscape irrigation, or recreation.

B. If a Consumptive Use or Water Use permit has been issued for the project, state the permit number.

C. If no Consumptive Use or Water Use permit has been issued for the project, indicate if such a permit will be required and when the application for a permit will be submitted.

D. Indicate how any existing wells located within the project site will be utilized or abandoned.

Attached Files	
FileName	Size
<input type="button" value="Attach Files"/>	



## Submitting an ERP Application (Section E - Table)

These tables (Microsoft Word Documents) provide Impact Summary information necessary to complete the permit application. For all projects, complete Tables 1, 2, and 3. For projects that construct docking facilities or other structures over wetlands or other surface waters, please fill out Table 4. Table 5 should be used for any shoreline stabilization projects.

1. Click the **Table1:WL/SW\_Summary** link and enter the **Project Wetland and Other Surface Water** data or attach document with required information.
2. Click the **Table2:OnSite\_Mit\_Summary** link and enter the **Project On-Site Mitigation** data or attach document with the required information.
3. Click the **Table3:OffSite\_MitSummary** link and enter the **Project Off-Site Mitigation** data or attach document with the required information.
4. Click the **Table4:Docks** link and enter the **Docking Facility** data or attach document with the required information.
5. Click the **Table5:Shore\_Stabl** link and enter the **Shoreline Stabilization** data or attach document with the required information.
6. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
7. Click the **Last Page** button or link.

**Section E**

**A.Impact Summary Tables:**

1. For all projects, complete Table 1, 2 and 3 as applicable.
2. For docking facilities or other structures constructed over wetlands or other surface waters, provide the information requested in Table 4.
3. For shoreline stabilization projects, provide the information requested in Table 5.

---

**TABLE 1: PROJECT WETLAND (WL) AND OTHER SURFACE WATER (SW) SUMMARY**  
 Please attach the documents or download Table 1, enter data and attach it. [Table1:WL/SW\\_Summary](#)

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**TABLE 2: PROJECT ON-SITE MITIGATION SUMMARY**  
 Please attach the documents or download Table 2, enter data and attach it. [Table2:OnSite\\_Mit\\_Summary](#)

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**TABLE 3: PROJECT OFF-SITE MITIGATION SUMMARY**  
 Please attach the documents or download Table 3, enter data and attach it. [Table3:OffSite\\_Mit\\_Summary](#)

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**TABLE 4: IF YOU ARE CONSTRUCTING A DOCKING FACILITY, PLEASE PROVIDE THE FOLLOWING**  
 Please attach the documents or download Table 4, enter data and attach it. [Table4:Docks](#)

---

**Table 5: SHORELINE STABILIZATION IF YOU ARE CONSTRUCTING A SHORELINE STABILIZATION PROJECT, PLEASE PROVIDE THE FOLLOWING:**  
 Please attach the documents or download Table 5, enter data and attach it. [Table5:Shore\\_Stabl](#)

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**Attached Files**

FileName	Size	



## Submitting an ERP Application (Section F)

Section F is required when applying for a *Mitigation Bank (construction or conceptual)* permit.

1. Attach **General Site Condition** information, including maps, plans, aerial photos, and legal descriptions.
2. Attach **Mitigation Bank** information, including construction drawings and activities, plans, improvement assessment, legal interest, financial responsibilities and engineering calculations and modeling.
3. Click the **Attach Files** button and attach applicable documents (refer to the *Attaching Files* process for detailed instructions).
4. Click the **Next Page** button or link.

### Notes:

- If a section is not relevant to the application, enter **N/A** in the comment box.
- If a section requests that a document(s) be provided, enter **See attached file** in the comment box.

**Section F**

**Information For Mitigation Banks**

Please provide the information requested below if you are applying for a mitigation bank permit or a mitigation bank conceptual approval.

---

**A. General Site Conditions. Provide the following:**

1. A map, at regional scale, of the mitigation bank in relation to the regional watershed and proposed mitigation service area.
2. A vicinity map showing the mitigation bank in relation to adjacent lands and offsite areas of ecological or hydrologic significance which could affect the long term viability or ecological value of the bank;
3. A recent aerial photo of the mitigation bank (no photocopies) identifying boundaries of the project area;
4. A highway map showing points of access to the Mitigation Bank for site inspection;
5. A legal description of the proposed mitigation bank;
6. A description and assessment of current site conditions including:
  - a. a soils map of the mitigation bank site;
  - b. a topographic map of the mitigation bank site and adjacent hydrologic contributing and receiving areas;
  - c. a hydrologic features map of the mitigation bank and adjacent hydrologic contributing and receiving areas;
  - d. current hydrologic conditions in the mitigation bank site;
  - e. a vegetation map of the mitigation bank site;
  - f. ecological benefits currently provided to the regional watershed by the mitigation bank site;
  - g. adjacent lands, including existing land uses and conditions, projected land uses according to comprehensive plans adopted pursuant to Chapter 163, F.S., by local governments having jurisdiction, and any special designations or classifications associated with adjacent lands or waters;
  - h. a disclosure statement of any material fact which may affect the contemplated use of the property; and
  - i. a Phase I environmental audit of the property. (Not required for a Conceptual ( Approval)

**B. Mitigation Bank Information**

1. A description of the ecological significance of the proposed mitigation bank to the regional watershed in which it is located.
2. A mitigation plan describing the actions proposed to establish, construct, operate, manage and maintain the Mitigation bank including:
  - a. construction-level drawings detailing proposed topographic alterations and all structural components associated with proposed activities; (Not required for a Conceptual Approval)
  - b. proposed construction activities, including a detailed schedule for implementation; (Not required for a Conceptual Approval)
  - c. the proposed vegetation planting scheme and detailed schedule for implementation;
  - d. measures to be implemented during and after construction to avoid adverse impacts related to proposed activities;
  - e. a detailed long term management plan comprising all aspects of operation and maintenance, including water management practices, vegetation establishment, exotic and nuisance species control, fire management, and control of access; and
  - f. a proposed monitoring plan to demonstrate mitigation success.
3. An assessment of improvement or changes in ecological value anticipated as a result of proposed mitigation actions including:
  - a. a description of anticipated site conditions in the Mitigation Bank after the mitigation plan is successfully implemented;
  - b. a comparison of current fish and wildlife habitat to expected habitat after the mitigation plan is successfully implemented; and
  - c. a description of the expected ecological benefits to the regional watershed.
4. Evidence of sufficient legal or equitable interest in the property which is to become the Mitigation bank to meet the requirements of the Applicant's Handbook. (Not required for a Conceptual Approval)
5. Draft documentation of financial responsibility meeting the requirements of the Applicant's Handbook. (Not required for a Conceptual Approval)
6. Any engineering calculations and/or computer modeling (such as hydrograph or staging) needed to assess the effects of the project on the hydrologic characteristics of the Mitigation Bank site and upstream and downstream areas.

**Attached Files**

FileName	Size	
		<a href="#" style="color: white; text-decoration: none;">Attach Files</a>

## Submitting an ERP Application (Section G Part I)

Section G is required if *requesting authorization to use State Owned Submerged Lands*.

1. Click in the circle next to the appropriate answer for questions A and B regarding **title (ownership)** information.

### Notes:

- If the answer to question **A** is **Yes**, and you have attached a copy of the Division of State Lands Title Check, you do not need to answer any more questions in this section, or in Section G, Part II.
  - If the answer to question **B** is **Yes**, Section G, Part II is required.
2. Click in the box next to **C** to indicate that you are not sure of the status of your project regarding state submerged lands.
  3. Click in the box next to **D** to indicate that you are not sure of the status of your project regarding state submerged lands and you do not wish to contest the department findings. If this box is checked, Section G, Part II is required.
  4. Click in the box next to **E** to indicate that the property is not on sovereign submerged lands.
  5. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
  6. Click the **Next Page** button or link.

**Section G**  
APPLICATION FOR AUTHORIZATION TO USE STATE OWNED SUBMERGED LANDS

**Part I:**  
Sovereign Submerged Lands title (ownership) information:

---

**A.**  Yes  No  
I have a sovereign submerged lands title check from the Division of State Lands which indicates that the proposed project is NOT ON sovereign submerged lands (Please attach a copy of the title determination to the application). If you answered Yes to Question A and you have attached a copy of the Division of State Lands Title Check to this application, you do not have to answer any other questions under Part I or II of Section G.

---

**B.**  Yes  No  
I have a sovereign submerged lands title check from the Division of State Lands which indicates that the proposed project is ON sovereign submerged lands (Please attach a copy of the title determination to the application). If you answered Yes to Question B, please provide the information requested in Part II. Your application will be deemed incomplete until the requested information is submitted.

---

**C.**  I am not sure if the proposed project is on sovereign submerged lands.  
If you have checked this box department staff will request that the Division of State Lands conduct a title check. If the title check indicates that the proposed project or portions of the project are located on sovereign submerged lands you will be required to submit the information requested in Part II of this application. The application will be deemed incomplete until the requested information is submitted.

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**D.**  I am not sure if the proposed project is on sovereign submerged lands and I DO NOT WISH to contest the departments findings.  
If you have checked this box refer to Part II of this application and provide the requested information. The application will be deemed incomplete until the requested information is submitted.

---

**E.**  It is my position that the proposed project is NOT on sovereign submerged lands.  
If you have evidence that indicates that the proposed project is not on sovereign submerged lands please attach the documentation to the application. If the Division of State Lands title check indicates that your proposed project or portion of your proposed project are on sovereign submerged lands you will be required to provide the information requested in Part II of this application.

**F.** If you wish to contest the findings of the title determination conducted by the Division of State Lands please contact the Department of Environmental Protection's General Council office. Your proposed project will be deemed incomplete until either the information requested in Part II is submitted or a legal ruling indicates that the proposed project is not on sovereign submerged lands.

---

**Attached Files**

FileName	Size



## Submitting an ERP Application (Section G Part II)

1. Attach **evidence of title** information.
2. Attach a detailed description of **existing and proposed upland uses and activities**.
3. Attach a detailed description of **existing and proposed activities located on or over sovereign submerged lands**.
4. Attach **shoreline linear footage** information.
5. Attach aerial photo(s).
6. Click the **Attach Files** button and attach applicable documents (refer to the *Attaching Files* process for detailed instructions).
7. Click the **Next Page** button or link.

**Section G**  
APPLICATION FOR AUTHORIZATION TO USE STATE OWNED SUBMERGED LANDS

**Part II:**  
If you were referred to this section by Part I, please provide this additional information. Please note that if your proposed project is on sovereign submerged lands and the below requested information is not provided, your application will be considered incomplete.

---

**A.** Provide evidence of title to the subject riparian upland property in the form of the recorded deed, title insurance, legal opinion of title, or a long-term lease which specifically includes riparian rights. Evidence submitted must demonstrate that the applicant has sufficient title interest in the riparian upland property.

---

**B.** Provide a detailed statement describing the existing and proposed upland uses and activities.  
For commercial uses, indicate the specific type of activity, such as marina, ship repair, dry storage (including the number of storage spaces), commercial fishing/ seafood processing, fish camp, hotel, motel resort restaurant, office complex, manufacturing operation, etc.  
  
For rental operations, such as trailer or recreational vehicle parks and apartment complexes, indicate the number of wetslip units/ spaces available for rent or lease and describe operational details (e.g., are spaces rented on a month to month basis or through annual leases).  
  
For multi-family residential developments, such as condominiums, townhomes, or subdivisions, provide the number of living units/ lots and indicate whether or not the common property (including the riparian upland property) is or will be under the control of a homeowners association.  
  
For projects sponsored by a local government, indicate whether or not the facilities will be open to the general public. Provide a breakdown of any fees that will be assessed, and indicate whether or not such fees will generate revenue or will simply cover costs associated with maintaining the facilities.

---

**C.** Provide a detailed statement describing the existing and proposed activities located on or over the sovereign submerged lands at the project site.  
This statement must include a description of docks and piers, types of vessels (e.g., commercial fishing, liveaboards, cruise ships, tour boats), length and draft of vessels, sewage pumpout facilities, fueling facilities, boathouses, boat ramps, travel lifts, railways, and any other structures or activities existing or proposed to be located waterward of the mean high water line/ ordinary high water line. If slips are existing and/or proposed, please indicate the number of powerboat slips and sailboat slips and the percentage of those slips available to the general public on a "first come, first serve" basis. This statement must include a description of channels, borrow sites, bridges, groins, jetties, pipelines or other utility crossings, and any other structures or activities existing or proposed to be located waterward of the mean high water line/ ordinary high water line. For shoreline stabilization activities, this statement must include a description of seawalls, bulkheads, riprap, filling activities, and any other structures or activities existing or proposed to be located along the shoreline.

---

**D.** Provide the linear footage of shoreline at the mean high water line/ ordinary high water line owned by the applicant which borders sovereign submerged lands.

---

**E.** Provide a recent aerial photo of the area. A scale of 1" = 200' is preferred. Photos are generally available at minimal cost from your local government property appraiser's office or from district Department of Transportation offices. Indicate on the photo the specific location of your property/ project site.

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**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	
<input type="button" value="Cancel"/>	



## Submitting an ERP Application (Project Proprietary)

1. Click in the circle next to the **Leases Activity** option that best describes your project.
2. Click in the circle next to the **Public Easements & Use Agreements** option that best describes your project.
3. Click in the circle next to the **Private Easements** option that best describes your project.
4. Click in the circle next to the **Consents of Use** option that best describes your project.
5. Click in the circle next to the **Miscellaneous** option that best describes your project.
6. Click the **Next Page** button or link.

PROPRIETARY PROJECT DESCRIPTIONS	
Please check the most applicable activity which applies to your project(s):	
<b>Leases Activity Description</b>	
<input type="radio"/> Commercial marinas (renting wetslips)/including condos, etc., if 50% or more of their wetslips are available to the general public <input type="radio"/> Public/Local governments <input type="radio"/> Yacht Clubs/Country Clubs (when a membership is required) <input type="radio"/> Multi-family/ but upland revenue generating (housing developments, trailer parks, apartments) <input type="radio"/> Condominiums (requires upland ownership) <input type="radio"/> Commercial Uplands Activity (Temporary Docking and/or fishing pier associated with upland revenue generating activities (i.e., restaurants, hotels, motels) for use of the customer at no charge) <input type="radio"/> Miscellaneous Commercial Upland Enterprises where there is a charge associated with the use of the overwater structure (Charter Boats, Tour Boats, Fishing Piers) <input type="radio"/> Ship Building/Boat Repair Service Facilities <input type="radio"/> Commercial Fishing Related (Offloading, Seafood Processing) <input type="radio"/> Private Single-family Residential Docking Facilities; Townhome Docking Facilities; Subdivision Docking Facilities (upland lots privately owned)	
<b>Public Easements &amp; Use Agreements</b>	
<input checked="" type="radio"/> Miscellaneous Public Easements and Use Agreements <input type="radio"/> Bridge Right-of-way (DOT, local government) <input type="radio"/> Breakwater or Groin <input type="radio"/> Subaqueous Utility Cable (TV, telephone, electrical) <input type="radio"/> Subaqueous Outfall or Intake <input type="radio"/> Subaqueous Utility Water/Sewer <input type="radio"/> Overhead Utility w/Support Structure on sovereign submerged lands <input type="radio"/> Spoil Site <input type="radio"/> Pipeline (gas) <input type="radio"/> Borrow Site	
<b>Private Easements</b>	
<input type="radio"/> Miscellaneous Private Easements <input type="radio"/> Bridge Right-of-way <input type="radio"/> Breakwater or Groin <input type="radio"/> Subaqueous Utility Cable (TV, telephone, electrical) <input type="radio"/> Subaqueous Outfall or Intake <input type="radio"/> Subaqueous Utility Water/Sewer <input type="radio"/> Overhead Utility Crossing <input type="radio"/> Spoil Site <input type="radio"/> Pipeline (gas)	
<b>Consents of Use</b>	
<input type="radio"/> Aerial Utility Crossing w/no support structures on sovereign submerged lands <input type="radio"/> Private Dock <input type="radio"/> Public Dock <input type="radio"/> Multi-family Dock <input type="radio"/> Fishing Pier (Private or Multi-family) <input type="radio"/> Private Boat Ramp <input type="radio"/> Sea Wall <input type="radio"/> Dredge <input type="radio"/> Maintenance Dredge <input type="radio"/> Navigation Aids/Markers <input type="radio"/> Artificial Reef <input type="radio"/> Riprap <input type="radio"/> Public Boat Ramp <input type="radio"/> Public Fishing Pier <input type="radio"/> Repair/Replace Existing Public Fishing Pier <input type="radio"/> Repair/Replace Existing Private Dock <input type="radio"/> Repair/Replace Existing Public Dock <input type="radio"/> Repair/Replace Existing Multi-family dock <input type="radio"/> Repair/Replace Existing Fishing Pier (Private or Multi-family) <input type="radio"/> Repair/Replace Existing Private Boat Ramp <input type="radio"/> Repair/Replace Existing Sea Wall, Revetments or Bulkheads <input type="radio"/> Repair/Replace/Modify structures/activities within an existing lease, easement, management agreement or use agreement area or repair/replace existing grandfathered structures <input type="radio"/> Repair/Replace Existing Public Boat Ramp	
<b>Miscellaneous</b>	
<input type="radio"/> Biscayne Bay Letters of Consistency/Inconsistency w/258.397, F.S. <input type="radio"/> Management Agreements - Submerged Lands <input type="radio"/> Reclamation <input type="radio"/> Purchase of Filled, Formerly Submerged Lands <input type="radio"/> Purchase of Reclaimed Lake Bottoms <input type="radio"/> Treasure Salvage <input type="radio"/> Insect Control Structures/Swales <input type="radio"/> Miscellaneous projects which do not fall within the activity codes listed above	
<b>Attached Files</b>	
FileName	Size
<input type="button" value="Attach Files"/>	



## Submitting an ERP Application - Submittal Management (Verify Data Submittal)

1. Click in the circle next to **Verify Data Submittal**.
2. Click the **Continue** button.
3. Verify that there is a **check mark** in each box.
4. Click the **Back to Submittal Management** button.
5. Click in the circle next to **Edit Submittal** if updates need to be made.
6. Click the **Continue** button.
7. Make applicable updates.

Submittal Management

What submittal activity would you like to perform? (Select one)

Edit Submittal

Attach Documents

Seal Engineering Documents

Route/Recall Submittal for Purpose

Return Submittal to Originator

Print Submittal Form

Verify Data Submittal

Pay and Submit

Return to Pending Submittals

Continue >>

ERP Verify Data Submittal

**Application Type**

"Are any of the activities described in this application proposed to occur in, on, or over wetlands or other surface waters?" is required.

"Is this application being filed by or on behalf of a government entity or drainage district?" is required.

"Type of Environmental Resource Permit Requested" is required.

"Type of activity for which you are applying" is required.

"Are you requesting authorization to use State Owned Submerged?" is required.

"Type of federal dredge" is required.

"Are you claiming to qualify for an exemption?" is required.

**Relevant Parties**

At least one applicant is required.

**Project Location**

Project Name is required.

Project Acreage is required.

City, Town or Village is required.

At least one county is required.

**Existing Permit Information**

Landuse is required.

There should be no purpose for which submittal is routed.

Back to Submittal Management

# Submitting an ERP Application - Submittal Management (Attach Documents)

1. Click in the circle next to **Attach Documents**.
2. Click the **Continue** button.
3. Click the applicable **Attach Files** button(s).
4. Click the **Browse** button.
5. Select the applicable file.
6. Click the **Open** button.
7. Enter description if applicable.
8. Click the **Done** button.
9. Repeat process for each file being attached.
10. Click the **Back to Submittal Management** button once all files have been attached.

**Notes:**

- Files attached during the application process should not be duplicated.
- Attached files are archived and available online for the public to review. Therefore, the following is recommended:
  - File type - .pdf
  - Maximum file size - 50 MB (megabytes)
  - File name - select from our File Naming Convention list (link can be found on ePermitting Home page) and do not include a period (.) within the file name
  - Combine multiple maps into one file



## Submitting an ERP Application - Submittal Management (Route Submittal)

1. Click in the circle next to **Route/Recall Submittal for Purpose**.
2. Click the **Continue** button.
3. Click the **Add Routing** button.
4. Click in the box next to the **applicable type of user**.
5. Enter the **first and last name** of an existing user.
6. Click the **Search Names** button.
7. Select the **Purpose** using the drop down menu.
8. Enter a **description** of why you are routing the submittal.
9. Click the **Route** button.  
*or*
10. Enter **email address** if a new user.
11. Click the **Send Email** button.
12. Click the **Back to Submittal Management** button.

**Note:** The application cannot be completed until a routed submittal is returned to the Originator.

The screenshot shows the 'Submittal Management' interface. At the top, a yellow tab is labeled 'Submittal Management'. Below it, a section titled 'What submittal activity would you like to perform? (Select one)' contains several radio button options. The option 'Route/Recall Submittal for Purpose' is selected and circled in red. Other options include 'Edit Submittal', 'Attach Documents', 'Seal Engineering Documents', 'Return Submittal to Originator', 'Print Submittal Form', 'Verify Data Submittal', and 'Pay and Submit'. There are 'Return to Pending Submittals' and 'Continue >>' buttons.

Below this is the 'Route:' section, which includes a 'Route Information' table with columns for 'User', 'Purpose', and 'Description'. An 'Add Routing' button is located to the right of the table. A 'Back To Submittal Management' button is centered below the table.

The 'Routing:' section follows, with a prompt: '\* Please select type of the user'. There are radio buttons for 'Existing User' and 'New User'. A note states 'Fields marked with an asterisk (\*) are required'. There are 'Cancel' and 'Route' buttons.

The next 'Routing:' section shows the 'Existing User' option selected. It includes input fields for 'First Name' (Kellie) and 'Last Name' (Madison), a 'Search Names' button, a dropdown for 'Purpose' (Edit Submittal), a dropdown for 'Short Description' (Please seal document), and a 'Comments' text area. A note states 'Fields marked with an asterisk (\*) are required.' There are 'Cancel' and 'Route' buttons.

The final 'Routing:' section shows the 'New User' option selected. It includes an input field for '\* Email Id:' (cwidness@sfwmd.gov). A note states 'Fields marked with an asterisk (\*) are required.' There are 'Cancel' and 'Send Email' buttons.



## Submitting an ERP Application - Submittal Management (Route Submittal to Originator)

1. Click the link in the **Routing Notification** email.
  2. Click in the circle next to **Do you want to process a routed submittal**.
  3. Click in the circle next to **Edit Submittal** or **Seal Engineering Documents**.
  4. Click on the applicable **submittal number** link.
  5. Click in the circle next to **Edit Submittal**.
  6. Click the **Continue** button.
  7. Edit the submittal if necessary.
  8. Click the **Last Page** button or link.
  9. Click the **OK** button.
- or
10. Click in the circle next to **Seal Engineering Documents**.
  11. Click the **Continue** button.
  12. Complete seal process (refer to *Seal Engineering Documents* process for detailed instructions).
  13. Click in the circle next to **Return Submittal to Originator**.
  14. Click the **Back to Submittal** button.
  15. Click in the circle next to **Return Submittal to Originator**.
  16. Click the **Continue** button.
  17. Select the **Purpose to be routed back** using the drop down menu.
  18. Click the **Continue** button.
  19. Select the **Status** using the drop down menu.
  20. Click the **Return Back to Originator** button.

Cathy has routed you a South Florida Water Management District electronic permit application submittal for the purpose of Edit Submittal. Please login into <http://my.sfwmdd.gov/ePermitting> to access application submittal 67987. If you have questions about the application submittal, please contact Cathy at [cwidness@sfwmdd.gov](mailto:cwidness@sfwmdd.gov).

Applicant's routing comments:  
NONE

If you need assistance with the ePermitting system, please contact the District [epermits@sfwmdd.gov](mailto:epermits@sfwmdd.gov).

Thank You,  
South Florida Water Management District - ePermitting

**Do you want to process a routed submittal?**

Please use the provided application navigation.  
Use of the browser's navigation buttons will result in corrupted data.

**Do you want to create new submittal?**

**Do you want to update/delete your pending submittal?**

**Do you want to process a routed submittal?**

**Purpose: Edit Submittal**

**Purpose: Payment**

**Purpose: Seal**

Pending Water Use Permit Submittal						
Submittal No	Project Name	Last Saved Date	Expiration Date	Assigned From	Short Desc	Print Draft
65919	faewwsgvrewa wr4ea5rta3			mclement	sign application	<a href="#">Print</a>
67981	Blueberry Fields			cawidness	Please review	<a href="#">Print</a>
67987	Smith Farms Test			cawidness	Please review	<a href="#">Print</a>

Pending Environmental Resource Permit Submittal						
Submittal No	Project Name	Last Saved Date	Expiration Date	Assigned From	Short Desc	Print Draft
65919	faewwsgvrewa wr4ea5rta3			mclement	sign application	<a href="#">Print</a>
67981	Blueberry Fields			cawidness	Please review	<a href="#">Print</a>
67987	Smith Farms Test			cawidness	Please review	<a href="#">Print</a>

Pending Pollutant Source Control Permit Submittal						
Submittal No	Project Name	Last Saved Date	Expiration Date	Assigned From	Short Desc	Print Draft

**What submittal activity would you like to perform? (Select one)**

Edit Submittal

Attach Documents

Seal Engineering Documents

Route/Recall Submittal for Purpose

Return Submittal to Originator

Print Submittal Form

Verify Data Submittal

Pay and Submit

\* Please select purpose to be routed back: **Engineering Seal** ?

Fields marked with an asterisk (\*) are required.

\* Select status: **Completed** ?

\* Return comments:   
Application looks good, please submit. Thanks.

Fields marked with an asterisk (\*) are required.



## Submitting an ERP Application - Submittal Management (Seal Engineering Documents)

1. Click in the circle next to **Seal Engineering Documents**.
2. Click the **Continue** button.
3. Enter the **name** of the **Professional Engineer** that is signing the document.
4. Enter the **license number** of the **Professional Engineer** that is signing the document.
5. Click the **box** next to the applicable file(s).
6. Click the **Authenticate & Produce Signature Document** button.
7. Click the **Print Signature Document** tab.
8. Click the circle next to applicable file.
9. Click the **Print Signature Document** button.
10. **Print, sign, seal and mail signature document** to applicable service center.
11. Repeat process for each document requiring seal verification.
12. Click the **Back to Submittal** button.

**Submittal Management**

**What submittal activity would you like to perform? (Select one)**

Edit Submittal
  Route/Recall Submittal for Purpose  
 Attach Documents
  Return Submittal to Originator  
 Seal Engineering Documents
  Print Submittal Form  
 Verify Data Submittal  
 Pay and Submit

Electronic Seal Verification
Print Signature Document

\*Professional Engineer (PE): John Smith  
 \*License Number: 111111

Selected	Filename	Authentication Code	Authentication Date	PE	Description
<input checked="" type="checkbox"/>	pollution source control.docx				

Electronic Seal Verification
Print Signature Document

Selection	Signature Document	Authentication Date	PE
1	SignatureFile_20110203143610.html	02/03/2011 02:36:10 PM	John Smith

This document is signed and sealed to secure the data in this permit application and any attached files that were submitted electronically as described in Florida Department of Business and Professional Regulation, Board of Professional Engineers, Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents, Rule 61G15-23.003, F.A.C.

**SFWMD Submittal No: 061030-11**  
**Applicant/Owner Name: BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUS**  
**Project Name: BABCOCK RANCH PWS**  
**Permit Type:**  
**County:**

Signature Document Created: Tue Jan 25 11:14:51 EST 2011

The following files are attached and sealed:

File Name	Authentication Code (SHA-1)	Authentication Date
pollution source control.docx	91F80DF3AFFA155574520E417F18C27683DA2859	01/25/2011 11:14:50 AM

The seal appearing on this document is authorized by:

Professional Engineer (PE): John Smith  
 License No.: 111111  
 Date: 01/25/2011 11:14:50 AM  
 PE Signature:



## Submitting an ERP Application - Submittal Management (Print Submittal Form)

1. Click in the circle next to **Print Submittal Form**.
2. Click the **Continue** button.
3. Print application if a paper copy is needed.
4. Click the **Back to Submittal Management** button.

**Note:** If the application is not submitted by the owner of the property, the signature page must be printed and signed by the owner. The signature page can be submitted as an attached document with the original application or submitted at a later date using the Additional Submittals feature.

Submittal Management

What submittal activity would you like to perform? (Select one)

Edit Submittal

Route/Recall Submittal for Purpose

Attach Documents

Return Submittal to Originator

Seal Engineering Documents

**Print Submittal Form**

Verify Data Submittal

Pay and Submit

Return to Pending Submittals

Continue >>

ENVIRONMENTAL RESOURCE PERMIT SUBMITTAL REPORT

Application #	Submittal #	Submittal Date
	8990	05/30/2007

FOR AGENCY USE ONLY

ACOE Application # _____	DEP/WMD Application # _____
Date Application Received _____	Date Application Received _____
Proposed Project Lat. _____	Fee Received _____
Proposed Project Long. _____	# _____
	Fee Receipt _____

SECTION A

Are any of the activities described in this application proposed to occur in, on, or over wetlands or other surface waters?

Yes  No

Is this application being filed by or on behalf of a government entity or drainage district?

Yes  No

A. Type of Environmental Resource Permit Requested (Select One)

Noticed General - include information requested in Section B.

Standard General (all other projects) - include information requested in Sections C and E.

Standard General (Single Family Dwelling) - include information requested in Sections C and D.

Individual (Single Family Dwelling) - include information requested in Sections C and D.

By signing this application form, I am applying, or I am applying on behalf of the applicant, for the permit and any proprietary authorizations identified above, according to the supporting data and other incidental information filed with this application. I am familiar with the information contained in this application and represent that such information is true, complete and accurate. I understand this is an application and not a permit, and that work prior to approval is a violation. I understand that this application and any permit issued or proprietary authorization issued pursuant thereto, does not relieve me of any obligation for obtaining any other required federal, state, water management district or local permit prior to commencement of construction. I agree, or I agree on behalf of my corporation, to operate and maintain the permitted system unless the permitting agency authorizes transfer of the permit to a responsible operation entity. I understand that knowingly making any false statement or representation in this application is a violation of Section 373.430, F.S. and 18 U.S.C. Section 1001.

\_\_\_\_\_  
Typed/Printed Name of Applicant (If no Agent is used) or Agent (If one is so authorized below)

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Corporate Title if applicable)

**AN AGENT MAY SIGN ABOVE ONLY IF THE APPLICANT COMPLETES THE FOLLOWING:**

I hereby designate and authorize the agent listed above to act on my behalf, or on behalf of my corporation, as the agent in the processing of this application for the permit and/or proprietary authorization indicated above; and to furnish, on request, supplemental information in support of the application. In addition, I authorize the above-listed agent to bind me, or my corporation, to perform any requirement which may be necessary to procure the permit or authorization indicated above. I understand that knowingly making any false statement or representation in this application is a violation of Section 373.430, F.S. and 18 U.S.C. Section 1001.

\_\_\_\_\_  
Typed/Printed Name of Applicant

\_\_\_\_\_  
Signature of Applicant/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Corporate Title if applicable)

**Please note: The applicant's original signature (not a copy) is required above.**



## Submitting an ERP Application - Submittal Management (Pay and Submit)

1. Click the circle next to **Pay and Submit**.
2. Click the **Continue** button.
3. Click the circle next to the **selected payment option**.

**Note:** If payment is being made at another time, click the **Continue** button to complete the submittal.

4. Click in the box next to **I agree to the above**.
5. Click the **Pay** button.
6. Click the **Pay Now** button.
7. Click the circle next to the applicable **payment method**.
8. Click the **Pay Now** button.

What submittal activity would you like to perform? (Select one)

Edit Submittal  
 Attach Documents  
 Seal Engineering Documents  
 Route/Recall Submittal for Purpose  
 Return Submittal to Originator  
 Print Submittal Form  
 Verify Data Submittal  
 Pay and Submit

Are you requesting special electronic payment provisions for the submittal?

No  
 Yes, FDOT project  
 Yes, Reduced fee for environmental restoration or enhancement activities (\$250)  
 Yes, Waiver for Certain Local Governments, Rule 40E-1.607(6)  
 Yes, Pay Later

**Statement of Agreement**

I hereby agree to electronically submit this application in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Are you requesting special electronic payment provisions for the submittal?

No  
 Yes, FDOT project  
 Yes, Reduced fee for environmental restoration or enhancement activities (\$250)  
 Yes, Waiver for Certain Local Governments, Rule 40E-1.607(6)  
 Yes, Pay Later

**Statement of Agreement**

I hereby agree to electronically submit this application in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

**Processing Fees are applicable to your Submittal.**

Application Processing Fee :- No application for which a fee is required shall be considered complete until the appropriate application fee is submitted.

**The fees for this application are \$ 100.00.**

Pay online.

### ePermit Payments

Please choose the method of payment.

- Pay by Credit or Debit Card  
 Pay by Personal Check  
 Pay by Business Check



## Submitting an ERP Application - Submittal Management (Pay and Submit, continued)

Payment by credit or debit card -

1. Enter payment information (fields denoted with an \* asterisk are required).
2. Click the **Submit Payment** button.
3. Click the **Yes** button once credit/debit card information is verified.
4. Click the **Return to Pending Submittals** button or the **Logout** link once confirmation is received.

### ePermit Payments

Required fields are highlighted with an asterisk.

Payment information:

**Amount:\*** \$2,000.00 ⓘ  
**Submittal Number:** 67144 ⓘ

Please enter the following information about your payment method:

**Cardholder's Name:\*** John Smith ⓘ

**Cards Accepted:**  

**Card Number:\*** 4111111111111111 ⓘ

**Signature Panel Code:\*** 123 ⓘ

**Expiration Date:\*** 01 2013 ⓘ

Billing information:

**Address:\*** 3301 Gun Club Road ⓘ

**City:** West Palm Beach ⓘ

**State:** Florida ⓘ

**Zip:\*** 33406 ⓘ

### ePermit Payments

Please verify the following information:

**Amount:** \$2,000.00  
**Submittal Number:** 67144

Card information:

**Cardholder's Name:** John Smith  
**Card Type:** Visa  
**Card Number:** 4111111111111111  
**Signature Panel Code:** 123  
**Expiration Date:** 1/2013

Billing information:

**Address:** 3301 Gun Club Road  
**City:** West Palm Beach  
**State:** FL  
**Zip:** 33406

Is this information correct?

**ePermit Payments**

If your browser fails to reload shortly, [click here](#)

Please wait while your payment is being processed.  
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER



\*\*\*\*\*Please print the receipt for your records\*\*\*\*\*

Remittance ID:TueJan18113757EST2011  
 Payment Method:Credit Card  
 Submittal Number:98496  
 Amount:250.00  
 Received:Tue Jan 18 11:41:27 EST 2011  
 Card Type:Visa  
 Partial Card number:41\*\*\*\*\*1111  
 Payment processed by:Cathy Widness



## Submitting an ERP Application - Submittal Management (Pay and Submit, continued)

Payment by personal or business check -

1. Enter payment information (fields denoted with an \* asterisk are required).
2. Click in the box next the **Authorization to Debit Bank Account** statement.
3. Click the **Submit Payment** button.
4. Click the **Yes** button once personal/business check information is verified.
5. Click the **Back to Pending Submittals** button or the **Logout** link once confirmation is received.

**Note:** Third party checks are not acceptable.

### ePermit Payments



Required fields are highlighted with an asterisk.

Submittal Number: 67144

---

Please enter the following information about your Bank account:

**First Name on Check:\*** John

**Last Name on Check:\*** Smith

**Routing Transit Number:\*** 12346789

**Account Number:\*** 12346789

**Confirm Account Number:\*** 12346789

**Type of Account:\***  Checking  Savings

**Address:\*** 3301 Gun Club Road

**City:\*** West Palm Beach

**State:\*** Florida

**Zip:\*** 33406

By clicking on the provided checkbox, I authorize South Florida Water Management District to initiate an electronic debit to my bank account in the amount displayed above. This authorization is to remain in full force and effect unless I provide written notification to South Florida Water Management District within an appropriate time frame to allow South Florida Water Management District to act on it.

Please verify the following information:

Payment information:  
**Amount:** \$2,000.00  
**Submittal Number:** 67144

Account information:  
**First Name on Check:** John  
**Last Name on Check:** Smith  
**Routing Transit Number:** 055002707  
**Account Number:** 12346789  
**Type of Account:** Checking  
**Address:** 3301 Gun Club Road  
**City:** West Palm Beach  
**State:** FL  
**Zip:** 33406

Is this information correct?

**ePermit Payments**

If your browser fails to reload shortly, [click here](#)

Please wait while your payment is being processed.  
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER


 sfwmd.gov/ePermitting

## eSubmittal - Consumptive Water Use (WU)

This function allows registered users the convenience of electronically applying for a consumptive water use permit. Specific permit requirements can be located by clicking on the Permitting Services link at [www.sfwmd.gov](http://www.sfwmd.gov).

To begin the application process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

If you do not have an ePermitting account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

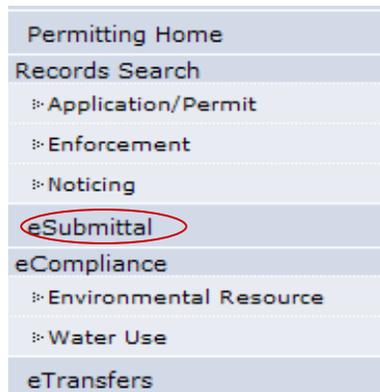
For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Submitting a WU Application

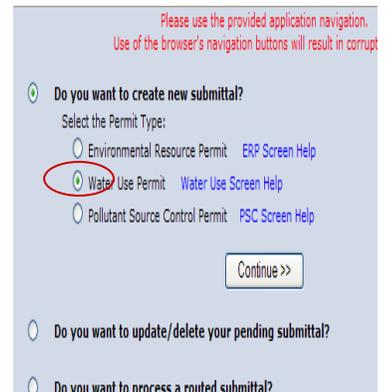
1. Click the **eSubmittal** link.
2. Click in the circle next to **Do you want to create a new submittal**.
3. Click in the circle next to **Water Use Permit**.
4. Click the **Continue** button.

#### Notes:

- Selecting the *update/delete* option allows access to a list of pending submittals.
- Selecting the *process a routed submittal* option allows you to route a pending submittal.
- Once the Water Use permit type has been selected, corresponding tabs will appear to indicate what information/sections must be completed. The Next and Previous buttons or links will allow navigation through the application process.
- All fields denoted with an \* asterisk are required.



Permitting Home
Records Search
↳ Application/Permit
↳ Enforcement
↳ Noticing
<b>eSubmittal</b>
eCompliance
↳ Environmental Resource
↳ Water Use
eTransfers



Please use the provided application navigation. Use of the browser's navigation buttons will result in corrupt.

Do you want to create new submittal?

Select the Permit Type:

Environmental Resource Permit    [ERP Screen Help](#)

**Water Use Permit**    [Water Use Screen Help](#)

Pollutant Source Control Permit    [PSC Screen Help](#)

Do you want to update/delete your pending submittal?

Do you want to process a routed submittal?



Relevant Parties	Project Location	Pre-Application Meeting	Permit Type
Environmental Resource Permit Status		Wells	Surface Water
Reclaimed Water	<b>Water Use Details</b>	Potential Water Problems	



## Submitting a WU Application (Relevant Parties)

1. Select the applicable **type of organization** using the drop down menu.
2. Click the **Add Parties** button.
3. Enter **Applicant/Owner** information (fields denoted with an \* asterisk are required).
4. Click the **Save** button.
5. Repeat steps 2 through 4 until all **relevant parties** are entered.
6. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
7. Click the **Next Page** button or link.

**Relevant Parties Details**

\* Please select from the following list which best describes the applicant's organization: PRIVATE

The table below displays the Relevant Parties. To add relevant party to the list select the "Add Parties" button below the table.

**Relevant Parties**

Relevant Party Type	First Name, Last Name	Address	Phone	Email	
APPLICANT	Joe Smith	123 Someplace Way	561-555-1212	kmadison@sfwmd.gov	edit   delete

Add Parties

**Attached Files**

FileName	Size

Attach Files

Cancel

Fields marked with an asterisk (\*) are required.

**Enter Relevant Parties Details:**

**Add Associated Parties:**

\* Applicant information is required - enter Owner information only if different from Applicant.

AGENT
  APPLICANT
  CONTRACT PURCHASER
  ENGR CONSULTANT
  LESSEE
  OTHER INTERESTED PARTY
  OWNER

\* First Name: Joe Last Name: Smith

Company: Salutation:

\* Address 1: Someplace Way Address 2:

\* State: FL City: Anywhere

\* Zip: 33406

Phone: 561 - 555 - 1212 ext: Fax: ext:

\* Email: kmadison@sfwmd.gov

Fields marked with an asterisk (\*) are required.

Cancel Save

## Submitting a WU Application (Project Location)

1. Enter the **Project Name**.
2. Enter the **Project Acreage**.
3. Enter the **Irrigated Acreage**.
4. Enter the **City, Town or Village** where the project is located.
5. Click the **Add County, Sec, Twp Rge** button.
6. Select the **County** using the drop down menu.
7. Enter the **Section(s)** applicable to the project.
8. Select the **Township** applicable to the project using the drop down menu.
9. Select the **Range** applicable to the project using the drop down menu.
10. Enter the **Land Grant** name if applicable.
11. Enter the **Parcel Identification** number.
12. Click the **Save** button.
13. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
14. Click the **Next Page** button or link.

**Project Location Details**

**Project Site Details:**

\* Project Name: Happy go Lucky Golf Course

\* Project Acreage: 99

\* Irrigated Acreage: 99

\* City, Town or Village: West Palm Beach

The table below displays the Project Location. To add project location to the list select the "Add County, Sec, Twp, Rge" button below the table.

**Project Location**

County	Sections	Township	Range	Land Grant	Tax Parcel Id No	
PALM BEACH	1, 2	31	27		12345678912345	edit   delete

Add County, Sec, Twp, Rge

**Enter Project Location Details:**

\* County: PALM BEACH

Sections: 1, 2 Township: 31 Range: 27

Land Grant name, if applicable:

Tax Parcel Identification Number: 12345678912345

Cancel Save

**Attached Files**

FileName	Size

Attach Files

Cancel

Fields marked with an asterisk (\*) are required.





## Submitting a WU Application (Pre-Application Meeting)

1. Click the **Add Meeting** button.
2. Enter pre-application details if applicable.  
  
**Note:** This section is not a requirement. However, first time applicants may benefit from talking with an agency reviewer prior to starting a project.
3. Click the **Save** button.
4. Attach files if applicable (refer to the *Attaching Files* process for detailed instruction).
5. Click the **Next Page** button or link.

**Pre-Application Meeting Details**  
 This section is not required.  
 The table below displays the Pre-Application Meeting.  
 To add pre-application Meeting to the list select the "Add Meeting" button below the table.

Pre-Application Meeting	
Number	Text
Add Meeting	

Attached Files	
FileName	Size
Attach Files	

Cancel

**Enter Pre-Application Meeting Details:**

If there have been any pre-application meetings, including at the project site, with regulatory staff, please list the date(s), location(s), and names of key staff and project representatives. Use less than 2500 Characters.

3/21/2011 - Meeting scheduled with Mr. Smith

Cancel Save

**Pre-Application Meeting Details**  
 This section is not required.  
 The table below displays the Pre-Application Meeting.  
 To add pre-application Meeting to the list select the "Add Meeting" button below the table.

Pre-Application Meeting	
Number	Text
1	3/21/2011 - Meeting scheduled with Mr. Smith
edit   delete	
Add Meeting	

Attached Files	
FileName	Size
Attach Files	

Cancel

## Submitting a WU Application (Permit Type)

1. Click in the circle next to the **Type of Application** being requested.
2. Select the **Project Start Date** using the calendar drop down menu, for application types other than a new permit.
3. Enter the **Existing Permit Number**, for application types other than a new permit.
4. Click in the applicable circle to indicate if there are **changes to the permit** associated with a renewal application.
5. Enter application comments related to a renewal application.
6. Enter the **Purpose** of the water usage for all application types.
7. Click the **Attach Files** button and attach *request letter* if a letter modification application.
8. Click the **Next Page** button or link.

**Permit Type Details**  
 Starting a New WUP Application

\* Which of the following types of applications are you requesting?

A New Permit  
 Renewal of Existing Permit  
 Modification of Existing Permit  
 Letter Modification  
 Letter Modification w/Transfer

When was the project started? 01/03/2011

Provide the permit number: 123456-7

Are there any changes to the permit as part of the renewal?  
 Yes  
 No

Comments: Enter specific change information

\* Purpose:  
 Irrigation

How will you be using the water?

Cancel Fields marked with an asterisk (\*) are required.

**\*Attached Files**

FileName	Size
Attach Files	

Please Note: A copy of your letter requesting a modification is required.

Cancel Fields marked with an asterisk (\*) are required.



## Submitting a WU Application (Environmental Resource Permit Status)

1. Click in the circle next to the applicable **Environmental Resource Permit Status**.
2. Enter **Permit Number** if the project is or will be permitted for Environmental Resource/Surface Water Management.
3. Click the **Next Page** button or link.

**Environmental Resource Permit Status**

**Environmental Resource Permit Status**

\* Select the Environmental Resource Permit Status:

a. The project is permitted for Environmental Resource/Surface Water Management  
Permit Number:

b. The project is existing and unpermitted for Environmental Resource/Surface Water Management

c. An Environmental Resource/Surface Water Management permit has been applied for

d. An Environmental Resource/Surface Water Management permit is not required

Cancel Fields marked with an asterisk (\*) are required.

**Environmental Resource Permit Status**

**Environmental Resource Permit Status**

\* Select the Environmental Resource Permit Status:

a. The project is permitted for Environmental Resource/Surface Water Management  
Permit Number:

b. The project is existing and unpermitted for Environmental Resource/Surface Water Management

c. An Environmental Resource/Surface Water Management permit has been applied for

d. An Environmental Resource/Surface Water Management permit is not required

Cancel Fields marked with an asterisk (\*) are required.

## Submitting a WU Application (Wells)

1. Click in the applicable circle to indicate if the project includes **Wells**.
2. Click the **Add Well** button if applicable.
3. Enter all applicable **Well Details**.
4. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
5. Click the **Save** button.
6. Click the **Next Page** button or link.

### Notes:

- The Florida State Plane System (Planar Coordinates), should be submitted if you have a land survey which identifies the location of the well in terms of those measurements.
- Enter Facility Elevation in feet, as dictated by the NGVD (*National Geodetic Vertical Datum* or "mean sea level").

**Enter Wells Details:**

\* Well Number or the Well Name:

\* Identify the Ground Water Source:

\* Map Designator:

\* Is the Well Existing or Proposed?  Existing  Proposed  
if proposed enter Expected Construction Date:

if proposed enter Complete Date:

What is the name of the well driller?

\* Well Diameter:  inches  
Total Depth:  feet  
Cased Depth:  feet

\* Is the Well Pumped or Flowing?  Pumped  Flowing

\* Is there or will there be a working valve?  Yes  No

\* Select the pump type:

Pump Intake Elevation:  feet below ground

\* Pump or Flow Capacity:  gallons per minute

\* Select the Well Status:

\* Identify Water Use Type:

Facility Elevation:  feet(NGVD)

\* Select meter Description:

Pump Coordinates for easting:  planar coordinate  
Pump Coordinates for northing:  planar coordinate

**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	

Fields marked with an asterisk (\*) are required.

Cancel Save



## Submitting a WU Application (Surface Water)

1. Click in the applicable circle to indicate if the project includes **Surface Water Pumps**.
2. Click the **Add Pump** button if the project includes surface water pumps.
3. Enter **Pump Details** if the project includes surface water pumps.
4. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
5. Click the **Save** button.
6. Click the **Add Culvert** button if the project includes culverts.
7. Enter **Culvert Details** if the project includes culverts.
8. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).

### Notes:

- The Florida State Plane System (Planer Coordinates), should be submitted if you have a land survey which identifies the location of the well in terms of those measurements.

**Surface Water Details**

**Surface Water**

**Enter the Surface Water Information:**

\* Does your project include surface water pumps?  Yes  No

**Pump Information**

Pump No or Name	Pump Diameter	Pump-Horsepower	Pump Capacity (gpm)	Pump Type	
008	12.0	10.0	10.0	solar	<a href="#">edit</a>   <a href="#">delete</a>

[Add Pump](#)

---

**Enter Pump Details:**

\* Pump Name: 008

\* Map Designator: Three

\* Identify Surface Water Source: Big Sand Lake

\* Is the Pump Existing or Proposed?  Existing  Proposed

if proposed enter Expected Construction Date: 03/01/2011

if proposed enter Complete Date: 03/31/2011

\* Describe the Pump: solar

\* Pump Capacity: 10 gpm

Pump Horsepower: 10 hp

\* Pump Diameter: 12 inches

Pump Intake Elevation: 6 feet (NGVD)

Describe the Pump Status: Primary

\* Identify Water Use Type: Other

\* Is the Pump a Two Way Pump:  Yes  No

\* Select meter Description: totalizer

Pump Coordinates for easting: 10 planar coordinate

Pump Coordinates for northing: 20 planar coordinate

\* **County / Section / Township / Range**

County: PALM BEACH    Section: 2,3    Township: 34    Range: 27

---

**Culverts**

**Enter the Culvert Information:**

\* Does your project include culverts?  Yes  No

**Culvert Information**

Culvert No or Name	Culvert Diameter	Culvert Length	Culvert Type	
Sunny	12.0	5.0	steel pipe	<a href="#">edit</a>   <a href="#">delete</a>

[Add Culvert](#)

---

**Enter Culvert Details:**

\* Culvert Name: Sunny

\* Map Designator: Four

\* Identify Surface Water Source: NSLRWCD Canal (C-60)

\* Identify Water Use Type: Other

\* Is the Culvert Existing or Proposed?  Existing  Proposed

if proposed enter Expected Construction Date: 03/07/2011

if proposed enter Installed Date: 03/31/2011

\* Select the Culvert Type: steel pipe

\* Culvert Length: 5 feet

\* Culvert Cross-section: Other

\* Culvert Diameter: 12 inches

\* Culvert Height: 20 inches

\* Culvert Width: 15 inches

Culvert Invert Elevation: 10 feet(NGVD)

\* Identify the Control Device: valve

\* Select the Culvert Status: Primary

\* Select the Proposed Culvert Use: Irrigation

\* Is the Culvert a Two Way Culvert:  Yes  No

\* Select meter Description: wier

Pump Coordinates for easting: 10 planar coordinate

Pump Coordinates for northing: 15 planar coordinate

\* **County / Section / Township / Range**

County: PALM BEACH    Section: 4    Township: 33    Range: 29



## Submitting a WU Application (Surface Water, continued)

1. Click in the applicable circle to indicate the Status of **Right of Way**.
2. Enter the **permit number** if the project is or will be permitted for Right of Way.
3. Click the **Next Page** button or link.

**Status of Right of Way**

\* **Select the Status of Right of Way:**

The project is permitted for ROW  
 Permit Number:  ?

ROW permit is applied for

ROW permit is not required

Cancel Fields marked with an asterisk (\*) are required.

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## Submitting a WU Application (Reclaimed Water)

1. Click in the applicable circle to indicate if the project includes **Reclaimed Water**.
2. Enter **Reclaimed Water** details.
3. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
4. Click the **Next Page** button or link.

**Reclaimed Water**

**Reclaimed Water**

\* Does your project include reclaimed water?  Yes  No

Who are you contracted with to receive Reclaimed water?  ?

How much water are you contracted to receive?  (Million Gallons per Day) ?

Have you historically received the contracted amount?  Yes  No

Comment:  ?

When did your contract start:  ?

When does contract expire:  ?

Are you requesting a backup supply in case of short term interruption of service?  Yes  No

How many days of backup supply are you requesting?:  30 days maximum ?

Please enter any additional reclaimed water information pertinent to your permit application:

**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	

Cancel Fields marked with an asterisk (\*) are required.

## Submitting a WU Application (Water Use Details - Agricultural Irrigation)

1. Click on the **Agricultural Irrigation** option in the water use classification box.
2. Enter **Amount of Water** requested in million gallons per day (MGD).  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
3. Enter the **Number of Years** you are requesting the permit to be effective.
4. Click the **Add Parcel** button.
5. Enter **Agricultural Irrigation** information.
6. Click the **Save** button.
7. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
8. Click the **Next Page** button or link.

**Water Use Details**

**Water use classifications**

\* Select the Water use classifications:

- Agricultural Irrigation**
- Landscape and/or Golf Course Irrigation
- Dewatering
- Livestock
- Public Water Supply
- Industrial, Agricultural, Recreational or Other

\* Amount of the request: 0.2 (Million Gallons per Day)

\* Duration of the request: 20.0 (Years)

**Agricultural Irrigation**

**Enter Agricultural Irrigation Information**

**Parcel Information**

Number	Parcel Name	Irrigation System	Crop	Perennial/Seasonal	Acres
<a href="#">Add Parcel</a>					

**Attached Files**

FileName	Size
<a href="#">Attach Files</a>	

[Cancel](#) Fields marked with an asterisk (\*) are required.

**Enter Parcel Details:**

\* Parcel Name: Lazy Day Ranch

\* Select the Type of Irrigation System: crown flooding

\* Number of Acres Planted: 99

Identify the crop to be planted by selecting from only one of the following 2 lists:

Perennial Crops:

blueberries

Seasonal Crops:

Map

\* Net Depth of Application: 0.8

\* Rainfall Station: JUPITER

**Attached Files**

FileName	Size
<a href="#">Attach Files</a>	

[Cancel](#) Section Related Links  
[BOR 2.3.3.1](#)  
[BOR 2.3.2](#)  
Fields marked with an asterisk (\*) are required.

[Save](#)

## Submitting a WU Application (Water Use Details - Landscape/Golf Course Irrigation)

1. Click on the **Landscape and/or Golf Course Irrigation** option in the water use classification box.
2. Enter **Amount of Water** requested in million gallons per day (MGD).  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
3. Enter the **Number of Years** you are requesting the permit to be effective.
4. Click the **Add Parcel** button.
5. Enter **Landscape and Golf Course Irrigation** information.
6. Click the **Save** button.
7. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
8. Click the **Next Page** button or link.

**Water Use Details**

**Water use classifications**

\* Select the Water use classifications:

- Agricultural Irrigation
- Landscape and/or Golf Course Irrigation**
- Dewatering
- Livestock
- Public Water Supply
- Industrial, Agricultural, Recreational or Other

\* Amount of the request: 0.5 (Million Gallons per Day)

\* Duration of the request: 20.0 (Years)

**Landscape and Golf Course Irrigation**

**Enter Landscape and Golf Course Irrigation Information**

[BOR 2.3.1](#)

**Parcel Information**

Number	Parcel Name	Irrigation System	Acres
<a href="#">Add Parcel</a>			

**Attached Files**

FileName	Size
<a href="#">Attach Files</a>	

[Cancel](#) Fields marked with an asterisk (\*) are required.

**Enter Parcel Details:**

\* Parcel Name: Happy go Lucky

\* Select the Type of Irrigation System: micro-sprinkler

\* Number of Acres Planted: 5

Map

\* Net Depth of Application: 0.2

\* Rainfall Station: Not Applicable

**Attached Files**

FileName	Size
<a href="#">Attach Files</a>	

[Cancel](#) Section Related Links  
[BOR 2.3.3.1](#)  
[BOR 2.3.2](#)  
Fields marked with an asterisk (\*) are required.

[Save](#)



## Submitting a WU Application (Water Use Details - Dewatering)

1. Click on the **Dewatering** option in the water use classification box.
2. Enter **Amount of Water** requested in million gallons per day (MGD).  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
3. Enter the **Number of Years** you are requesting the permit to be effective.
4. Enter **Dewatering** information.
5. Click the **Attach Files** button.
6. Attach required documents (refer to the *Attaching Files* process for detailed instructions).
7. Click the **Next Page** button or link.

**Water Use Details**

**Water use classifications**

**\* Select the Water use classifications:**

- Agricultural Irrigation
- Landscape and/or Golf Course Irrigation
- Dewatering
- Livestock
- Public Water Supply
- Industrial, Agricultural, Recreational or Other ?

**\* Amount of the request:**  (Million Gallons per Day) ?

**\* Duration of the request:**  (Years) ?

**Dewatering**

**Enter Dewatering Information**

**\* What is the maximum day pumpage:**  (Million Gallons per Day) ?

Describe the purpose of use or withdrawal and the activity to be performed:

Withdrawal activity required. ?

Describe in detail why dewatering is necessary:

Detail of why dewatering is required. ?

Describe the Method of proposed excavation:

Include method of excavation. ?

Provide the following existing water table elevations:

wet season:  (ft.,NGVD) ?

dry season:  (ft.,NGVD) ?

Provide the elevation to which ground water will be drawn down:  (ft.,NGVD) ?

**\* Provide the maximum depth of excavation:**  (ft.,NGVD) ?

Provide the operation schedule:

hrs/day:  ?

days/week:  ?

**\* Provide the duration of the water use:**  (weeks) ?

**\* Will discharge water remain on-site?**  Yes  No

If no, identify the drainage point and describe the proposed monitoring program:

Drainage point and monitoring information. ?

Describe the method used to calculate the "maximum daily pumpage" and "average daily pumpage". If more than one item (pipeline, structure, etc.) is to be dewatered, please attach a spreadsheet listing the items, total number of days for each, the maximum daily pumpage, average daily pumpage and total for each item:

Calculation method information. ?

Section Related Links  
BOR 2.5.2.(4)

It will be necessary to submit...

- a. documentation of authorization that allows the applicant to discharge directly into the receiving water body and/or adjacent lands, and a demonstration that the receiving water body or adjacent lands are capable of accepting the dewatering discharge;
- b. an operational plan which demonstrates that the discharge to the receiving water body will meet all applicable State Water Quality standards prior to discharge;
- c. an operational plan which demonstrates that the discharge to protected wetlands will not contain turbidity levels in violation of State Water Quality standards (must be less than 29 NTU above background levels) prior to discharge;
- d. a monitoring plan which includes, at a minimum, proposed sampling locations and daily turbidity measurements of the discharge and background conditions in the receiving body and/or wetland; and
- e. a contingency plan which includes procedures for ceasing dewatering operations and correcting the situation until monitoring demonstrates water quality standards are met.

**Attached Files**

FileName	Size	
<div style="border: 1px solid #ccc; padding: 2px 10px; display: inline-block;">Attach Files</div>		

Cancel

Fields marked with an asterisk (\*) are required.

## Submitting a WU Application (Water Use Details - Livestock)

1. Click on the **Livestock** option in the water use classification box.
2. Enter **Amount of Water** requested in million gallons per day (MGD).  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
3. Enter the **Number of Years** you are requesting the permit to be effective.
4. Click the **Add Livestock** button.
5. Enter **Livestock** details.
6. Click the **Save** button.
7. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
8. Click the **Next Page** button or link.

**Water Use Details**

**Water use classifications**

\* Select the Water use classifications:

- Agricultural Irrigation
- Landscape and/or Golf Course Irrigation
- Dewatering
- Livestock**
- Public Water Supply
- Industrial, Agricultural, Recreational or Other

\* Amount of the request:  (Million Gallons per Day) ?

\* Duration of the request:  (Years) ?

**Livestock**

**Enter Livestock Information**

**Enter Livestock Details:**

Livestock:  ?

Estimate Number:  ?

**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	

**Livestock Information**

Number	Livestock	Number of Livestock	
1	alligators	200	<a href="#">edit</a>   <a href="#">delete</a>

**Attached Files**

FileName	Size
<input type="button" value="Attach Files"/>	

Fields marked with an asterisk (\*) are required.



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## Submitting a WU Application (Water Use Details - Public Water Supply)

1. Click on the **Public Water Supply** option in the water use classification box.
2. Enter **Amount of Water** requested in million gallons per day (MGD).  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
3. Enter the **Number of Years** you are requesting the permit to be effective.
4. Enter **Water Conservation Plan** information.
5. Click on each **Table** form link and print form.
6. Complete each **Table** form.
7. Save each **Table** form as a pdf file.
8. Click the **Attach Files** button and attach each completed Table.
  - Table F & G - Past and Projected Water Use
  - Table H - Projected Water Use (for per-capita use greater than 200 GPD)
  - Table I - Water Treatment Method and Losses
  - Table J - Aquifer Storage and Recovery
  - Table K - Water Supply System Interconnections
9. Click the **Next Page** button or link.

## Submitting a WU Application (Water Use Details - Industrial, Agricultural, Recreational or Other)

1. Click on the **Industrial, Agricultural, Recreational or Other** option in the water use classification box.
2. Enter **Amount of Water** requested in million gallons per day (MGD).  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
3. Enter the **Number of Years** you are requesting the permit to be effective.
4. Enter **Water Conservation Plan** information.
5. Enter the **Need for Water** information.
6. Enter the **Withdrawal Activity** information.
7. Enter **Water Demand** information.
8. Attach files if applicable (refer to the *Attaching Files* process for detailed instructions).
9. Click the **Next Page** button or link.



## Submitting a WU Application (Potential Water Problems)

1. Click in the circle next to the applicable answer to **Existing Water Problems**.
2. Enter **existing water use problem** details if applicable.
3. Click in the circle next to the applicable answer to **Potential Water Problems**.
4. Enter **proposed use potential water problem** details if applicable.
5. Click the **Last Page** button or link.
6. Click the **OK** button to save your submittal.

**Existing and/or Potential Water Problems**

**Evaluation of potential water problems**

**\* Describe existing water problems:**

Are there any known existing water problems, such as harm to the resource, existing legal users, domestic users, environmental impacts, saline water intrusion and nearby sources of contamination within the surrounding area of the project site?

Yes  
 No

If yes, Enter a detailed description of existing water use problems:

**\* Describe Potential water problems:**

Does the proposed use have the potential to cause water problems or impacts, such as harm to the resource, existing legal users, domestic users, environmental impacts, saline water intrusion and induced contamination movement within the surrounding area of the project site?

Yes  
 No

If yes, Enter a detailed description of proposed use potential water use problems:

Fields marked with an asterisk (\*) are required.



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## Submitting a WU Application - Submittal Management (Verify Data Submittal)

1. Click in the circle next to **Verify Data Submittal**.
2. Click the **Continue** button.
3. Verify that there is a **check mark** in each box.
4. Click the **Back to Submittal Management** button.
5. Click in the circle next to **Edit Submittal** if updates need to be made.
6. Click the **Continue** button.
7. Make applicable updates.

Submittal Management

What submittal activity would you like to perform? (Select one)

<input type="radio"/> Edit Submittal <input type="radio"/> Attach Documents <input type="radio"/> Add Comments <input type="radio"/> Seal Engineering Documents	<input type="radio"/> Route/Recall Submittal for Purpose <input type="radio"/> Return Submittal to Originator  <input type="radio"/> Print Submittal Form <input checked="" type="radio"/> <b>Verify Data Submittal</b> <input type="radio"/> Pay and Submit
--	---

Return to Pending Submittals

Continue >>

WU Verify Data Submittal

<b>Relevant Parties</b>	
Business Category is required.	<input checked="" type="checkbox"/>
At least one applicant is required.	<input checked="" type="checkbox"/>
<b>Project Location</b>	
Project Name is required.	<input checked="" type="checkbox"/>
Project Acreage is required.	<input checked="" type="checkbox"/>
Irrigated Acreage is required.	<input checked="" type="checkbox"/>
City, Town or Village is required.	<input checked="" type="checkbox"/>
At least one county is required.	<input checked="" type="checkbox"/>
<b>Permit Type</b>	
Type of application is required.	<input checked="" type="checkbox"/>
Purpose is required.	<input checked="" type="checkbox"/>
<b>Environmental Resource Permit Status</b>	
Environmental Resource Permit Status is required.	<input checked="" type="checkbox"/>
<b>Wells</b>	
"Does your project include wells?" is required.	<input checked="" type="checkbox"/>
<b>Surface Water</b>	
"Does your project include surface water pumps?" is required.	<input checked="" type="checkbox"/>
"Does your project include culverts?" is required.	<input checked="" type="checkbox"/>
<b>Reclaimed Water</b>	
"Does your project include reclaimed water?" is required.	<input checked="" type="checkbox"/>
<b>Water Use Details</b>	
Water use classifications is required.	<input checked="" type="checkbox"/>
Amount of request is required.	<input checked="" type="checkbox"/>
Duration of request is required.	<input checked="" type="checkbox"/>
<b>Potential Water Problems</b>	
Describe existing water problems is required.	<input checked="" type="checkbox"/>
Describe Potential water problems is required.	<input checked="" type="checkbox"/>
There should be no purpose for which submittal is routed.	<input checked="" type="checkbox"/>

Back to Submittal Management



## Submitting a WU Application - Submittal Management (Attach Documents)

1. Click in the circle next to **Attach Documents**.
2. Click the **Continue** button.
3. Click the applicable **Attach Files** button(s).
4. Click the **Browse** button.
5. Select the applicable file.
6. Click the **Open** button.
7. Enter description if applicable.
8. Click the **Done** button.
9. Repeat process for each file being attached.
10. Click the **Back to Submittal Management** button once all files have been attached.

### Notes:

- Files attached during the application process should not be duplicated.
- Attached files are archived and available online for the public to review. Therefore, the following is recommended:
  - File type - .pdf
  - Maximum file size - 50 MB (megabytes)
  - File name - select from our File Naming Convention list (link can be found on ePermitting Home page) and do not include a period (.) within the file name
  - Combine multiple maps into one file

Submittal Management

What submittal activity would you like to perform? (Select one)

Edit Submittal  
 Attach Documents  
 Add Comments  
 Seal Engineering Documents

Route/Recall Submittal for Purpose  
 Return Submittal to Originator  
 Print Submittal Form  
 Verify Data Submittal  
 Pay and Submit

Return to Pending Submittals      Continue >>

Reclaimed Water Section Attached Files

FileName	Size
Attach Files	

Water Use Details Section Attached Files

FileName	Size
Attach Files	

Back To Submittal Management

Attachments

C:\Documents and Settings\kmadison\Desktop\Getting\_ Browse...

Description:

Cancel      Done

Choose File to Upload

Look in: Desktop

File name: Getting\_Started.pdf      Open

Files of type: All Files (\*.\*)      Cancel

## Submitting a WU Application - Submittal Management (Route Submittal)

1. Click in the circle next to **Route/Recall Submittal for Purpose**.
2. Click the **Continue** button.
3. Click the **Add Routing** button.
4. Click in the box next to the **applicable type of user**.
5. Enter the **first and last name** of an existing user.
6. Click the **Search Names** button.
7. Select the **Purpose** using the drop down menu.
8. Enter a **description** of why you are routing the submittal.
9. Click the **Route** button.  
*or*
10. Enter **email address** if a new user.
11. Click the **Send Email** button.
12. Click the **Back to Submittal Management** button.

**Note:** The application cannot be completed until a routed submittal is returned to the Originator.

**Submittal Management**

What submittal activity would you like to perform? (Select one)

Edit Submittal  
 Attach Documents  
 Add Comments  
 Seal Engineering Documents  
 Route/Recall Submittal for Purpose  
 Return Submittal to Originator  
 Print Submittal Form  
 Verify Data Submittal  
 Pay and Submit

**Route:**

Route Information			
User	Purpose	Description	
			<input type="button" value="Add Routing"/>
<input type="button" value="Back To Submittal Management"/>			

**Routing:**

\* Please select type of the user

Existing User     New User

Fields marked with an asterisk (\*) are required.

**Routing:**

\* Please select type of the user

Existing User     New User

First Name:     Last Name:    

\* Please select routed to user

\* Purpose:

\* Short Description:

Comments:

Fields marked with an asterisk (\*) are required.

**Routing:**

\* Please select type of the user

Existing User     New User

\* Email Id:

Fields marked with an asterisk (\*) are required.



## Submitting a WU Application - Submittal Management (Route Submittal to Originator)

1. Click the link in the **Routing Notification** email.
2. Click in the circle next to **Do you want to process a routed submittal**.
3. Click in the circle next to **Edit Submittal**.
4. Click on the applicable **submittal number** link.
5. Click in the circle next to **Edit Submittal**.
6. Click the **Continue** button.
4. Edit the submittal if necessary.
5. Click the **Last Page** button or link.
6. Click the **OK** button.
5. Click in the circle next to **Return Submittal to Originator**.
6. Click the **Continue** button.
7. Select the **Status** using the drop down menu.
8. Enter **Comments** if applicable.
9. Click the **Return Back to Originator** button.

Cathy has routed you a South Florida Water Management District electronic permit application submittal for the purpose of Edit Submittal. Please login into <http://my.sfwmd.gov/ePermitting> to access application submittal 68045. If you have questions about the application submittal, please contact Cathy at [cwidness@sfwmd.gov](mailto:cwidness@sfwmd.gov).

Applicant's routing comments:  
NONE

If you need assistance with the ePermitting system, please contact the District [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

Thank You,  
South Florida Water Management District - ePermitting

Please use the provided application navigation.  
Use of the browser's navigation buttons will result in corrupted data.

- Do you want to create new submittal?
- Do you want to update/delete your pending submittal?
- Do you want to process a routed submittal?
  - Purpose: Edit Submittal
  - Purpose: Payment
  - Purpose: Seal

### Pending Water Use Permit Submittal

Submittal No	Project Name	Last Saved Date	Expiration Date	Assigned From	Short Desc	Print Draft
68045	Smith Farms			cawidness	test	<a href="#">Print</a>

#### What submittal activity would you like to perform? (Select one)

- Edit Submittal
- Attach Documents
- Add Comments
- Seal Engineering Documents
- Route/Recall Submittal for Purpose
- Return Submittal to Originator
- Print Submittal Form
- Verify Data Submittal
- Pay and Submit

[Return to Pending Submittals](#)

[Continue >>](#)

\* Select status:  ?

Made applicable changes. Please submit application.

\* Return comments:  ?

Fields marked with an asterisk (\*) are required.

[Cancel](#)

[Return Back to Originator](#)



## Submitting a WU Application - Submittal Management (Seal Engineering Documents)

1. Click in the circle next to **Seal Engineering Documents**.
2. Click the **Continue** button.
3. Enter the **name** of the **Professional Engineer** that is signing the document.
4. Enter the **license number** of the **Professional Engineer** that is signing the document.
5. Click the **box** next to the applicable file(s).
6. Click the **Authenticate & Produce Signature Document** button.
7. Click the **Print Signature Document** tab.
8. Click the circle next to applicable file.
9. Click the **Print Signature Document** button.
10. **Print, sign, seal** and mail signature document to applicable service center.
11. Repeat process for each document requiring seal verification.
12. Click the **Back to Submittal** button.

Submittal Management

What submittal activity would you like to perform? (Select one)

Edit Submittal

Attach Documents

Add Comments

Seal Engineering Documents

Route/Recall Submittal for Purpose

Return Submittal to Originator

Print Submittal Form

Verify Data Submittal

Pay and Submit

Return to Pending Submittals

Continue >>

Electronic Seal Verification

Print Signature Document

\*Professional Engineer (PE):

\*License Number:

Selected	Filename	Authentication Code	Authentication Date	PE	Description
<input checked="" type="checkbox"/>	pollution source control.docx				

Back to Submittal

Authenticate & Produce Signature Document

Electronic Seal Verification

Print Signature Document

Selection	Signature Document	Authentication Date	PE
<input checked="" type="checkbox"/>	SignatureFile_20110203143610.html	02/03/2011 02:36:10 PM	John Smith

Back to Submittal

Print Signature Document(s)

This document is signed and sealed to secure the data in this permit application and any attached files that were submitted electronically as described in Florida Department of Business and Professional Regulation, Board of Professional Engineers, Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents, Rule 61G15-23.003, F.A.C.

SFWMD Submittal No: 061030-11  
 Applicant/Owner Name: BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUS  
 Project Name: BABCOCK RANCH PWS  
 Permit Type:  
 County:

Signature Document Created: Tue Jan 25 11:14:51 EST 2011

The following files are attached and sealed:

File Name	Authentication Code (SHA-1)	Authentication Date
pollution source control.docx	91F80DF3AFFA155574520E417F18C27683DA2859	01/25/2011 11:14:50 AM

The seal appearing on this document is authorized by:

Professional Engineer (PE):	John Smith
License No.:	1111111
Date:	01/25/2011 11:14:50 AM
PE Signature:	

## Submitting a WU Application - Submittal Management (Print Submittal Form)

1. Click in the circle next to **Print Submittal Form**.
2. Click the **Continue** button.
3. Print application if a paper copy is needed.
4. Click the **Back to Submittal Management** button.

**Note:** If the application is not submitted by the owner of the property, the signature page must be printed and signed by the owner. The signature page can be submitted as an attached document with the original application or submitted at a later date using the Additional Submittals feature.

Submittal Management

What submittal activity would you like to perform? (Select one)

<input type="radio"/> Edit Submittal <input type="radio"/> Attach Documents <input type="radio"/> Add Comments <input type="radio"/> Seal Engineering Documents	<input type="radio"/> Route/Recall Submittal for Purpose <input type="radio"/> Return Submittal to Originator <input checked="" type="radio"/> <b>Print Submittal Form</b> <input type="radio"/> Verify Data Submittal <input type="radio"/> Pay and Submit
--	---

Return to Pending Submittals

Continue >>

### WATER USE SUBMITTAL REPORT

Application #	Submittal #	Submittal Date
	100387	03/04/2011

#### Relevant Party Details

**Business Category:** PRIVATE

APPLICANT	
NAME:	Smith, Joe
ADDRESS:	123 Someplace Way
CITY, STATE, ZIP:	Anywhere, FL 33406
COMPANY AND TITLE:	
TELEPHONE:	561-555-1212
FAX:	

#### Project Location Details:

Project Name: Happy go Lucky Golf Course					
Project Acreage: 99.0					
Irrigated Acreage: 99.0					
City, Town or Village: West Palm Beach					
County:	Sections:	Township:	Range:	Land Grant:	Tax Parcel Id No:
PALM BEACH	1, 2	31	27		12345678912345

### Certification

I hereby certify that, to the best of my knowledge, the total project acreage listed above is owned or controlled by me and encompasses the project referenced in this permit application. In addition, I agree to provide entry to the project site for South Florida Water Management inspectors with proper identification or documents as required by law for the purpose of making analyses of the site. Further, I agree to provide entry to the project site for such inspectors to monitor permitted work if a permit is granted. If I do not use the water for which this permit is issued within two years the permit may be revoked. If this application is not complete within 240 days, it may be denied pursuant to Rule 40E-1.603, Florida Administrative Code.

\_\_\_\_\_  
 Print Name of Owner or Authorized Agent Title

\_\_\_\_\_  
 Signature



## Submitting a WU Application - Submittal Management (Pay and Submit)

1. Click in the circle next to **Pay and Submit**.
2. Click the **Continue** button.
3. Click in the circle next to the **selected payment option**.

**Note:** If payment is being made at another time, click the **Continue** button to complete the submittal.

4. Click in the box next to **I agree to the above**.
5. Click the **Pay** button.
6. Click the **Pay Now** button.
7. Click in the circle next to the applicable **payment method**.
8. Click the **Pay Now** button.

Submittal Management

What submittal activity would you like to perform? (Select one)

Edit Submittal

Attach Documents

Add Comments

Seal Engineering Documents

Route/Recall Submittal for Purpose

Return Submittal to Originator

Print Submittal Form

Verify Data Submittal

Pay and Submit

Return to Pending Submittals      Continue >>

Are you requesting special electronic payment provisions for the submittal?

No

Yes, FDOT project

Yes, Reduced fee for environmental restoration or enhancement activities (\$250)

Yes, Waiver for Certain Local Governments, Rule 40E-1.607(6)

Yes, Pay Later

Statement of Agreement

I hereby agree to electronically submit this application in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Back To Submittal Management      Route      Pay

Are you requesting special electronic payment provisions for the submittal?

No

Yes, FDOT project

Yes, Reduced fee for environmental restoration or enhancement activities (\$250)

Yes, Waiver for Certain Local Governments, Rule 40E-1.607(6)

Yes, Pay Later

Statement of Agreement

I hereby agree to electronically submit this application in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Back To Submittal Management      Route      Continue

## ePermit Payments

Please choose the method of payment.

- Pay by Credit or Debit Card
- Pay by Personal Check
- Pay by Business Check

Pay Now

## Submitting a WU Application - Submittal Management (Pay and Submit, continued)

Payment by credit or debit card -

1. Enter payment information (fields denoted with an \* asterisk are required).
2. Click the **Submit Payment** button.
3. Click the **Yes** button once credit/debit card information is verified.
4. Click the **Back to Pending Submittals** button or the **Logout** link once confirmation is received.

### ePermit Payments

Required fields are highlighted with an asterisk.

Payment information:

**Amount:** \* \$2,000.00 ⓘ  
**Submittal Number:** 67144 ⓘ

Please enter the following information about your payment method:

**Cardholder's Name:** \* John Smith ⓘ

Cards Accepted:  

**Card Number:** \* 4111111111111111 ⓘ

**Signature Panel Code:** \* 123 ⓘ

**Expiration Date:** \* 01 / 2013 ⓘ

Billing information:

**Address:** \* 3301 Gun Club Road ⓘ

**City:** West Palm Beach ⓘ

**State:** Florida ⓘ

**Zip:** \* 33406 ⓘ

### ePermit Payments

Please verify the following information:

**Amount:** \$2,000.00  
**Submittal Number:** 67144

Card information:

**Cardholder's Name:** John Smith  
**Card Type:** Visa  
**Card Number:** 4111111111111111  
**Signature Panel Code:** 123  
**Expiration Date:** 1/2013

Billing information:

**Address:** 3301 Gun Club Road  
**City:** West Palm Beach  
**State:** FL  
**Zip:** 33406

Is this information correct?

### ePermit Payments

If your browser fails to reload shortly, [click here](#)

Please wait while your payment is being processed.  
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER



\*\*\*\*\*Please print the receipt for your records\*\*\*\*\*

Remittance ID:TueJan18113757EST2011  
 Payment Method:Credit Card  
 Submittal Number:98496  
 Amount:250.00  
 Received:Tue Jan 18 11:41:27 EST 2011  
 Card Type:Visa  
 Partial Card number:41\*\*\*\*\*1111  
 Payment processed by:Cathy Widness

Submit Confirmation

**Your payment was successful.**

**Your Application has been Submitted.**

Your Submittal was saved to be processed. You will receive a confirmation email for this submittal.

**Your Submittal number is 68068**

A formal application number will be assigned.

If you have any questions about our Internet ePermitting services or your submission, you can e-mail us at e-permit@sfwmd.gov.

At SFWMD, we've made a commitment to service. If we're not living up to your expectations, we hope you'll let us know.

**Sincerely,**  
SFWMD ePermitting Online Services



## Submitting a WU Application - Submittal Management (Pay and Submit, continued)

Payment by personal or business check -

1. Enter payment information (fields denoted with an \* asterisk are required).
2. Click in the box next to the **Authorization to Debit Bank Account** statement.
3. Click the **Submit Payment** button.
4. Click the **Yes** button once personal/business check information is verified.
5. Click the **Back to Pending Submittals** button or the **Logout** link once confirmation is received.

**Note:** Third party checks are not acceptable.

### ePermit Payments



Routing Transit Number      Account Number      Check Number

Required fields are highlighted with an asterisk.

Submittal Number: 67144

Please enter the following information about your Bank account:

**First Name on Check:** John

**Last Name on Check:** Smith

**Routing Transit Number:** 12346789

**Account Number:** 12346789

**Confirm Account Number:** 12346789

**Type of Account:**  Checking  Savings

**Address:** 3301 Gun Club Road

**City:** West Palm Beach

**State:** Florida

**Zip:** 33406

By clicking on the provided checkbox, I authorize South Florida Water Management District to initiate an electronic debit to my bank account in the amount displayed above. This authorization is to remain in full force and effect unless I provide written notification to South Florida Water Management District within an appropriate time frame to allow South Florida Water Management District to act on it.

Please verify the following information:

**Payment information:**  
**Amount:** \$2,000.00  
**Submittal Number:** 67144

**Account information:**  
**First Name on Check:** John  
**Last Name on Check:** Smith  
**Routing Transit Number:** 055002707  
**Account Number:** 12346789  
**Type of Account:** Checking  
**Address:** 3301 Gun Club Road  
**City:** West Palm Beach  
**State:** FL  
**Zip:** 33406

Is this information correct?

**ePermit Payments**

If your browser fails to reload shortly, [click here](#)

Please wait while your payment is being processed.  
 DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER.

██████████

Submit Confirmation

**Your payment was successful.**

**Your Application has been Submitted.**

Your Submittal was saved to be processed. You will receive a confirmation email for this submittal.

**Your Submittal number is 68070**

A formal application number will be assigned.

If you have any questions about our Internet ePermitting services or your submission, you can e-mail us at e-permit@sfwmd.gov.

At SFWMD, we've made a commitment to service. If we're not living up to your expectations, we hope you'll let us know.

**Sincerely,**  
 SFWMD ePermitting Online Services

\*\*\*\*\*Please print the receipt for your records\*\*\*\*\*

Remittance ID:ThuMar10163300EST2011  
 Payment Method:Personal Check  
 Submittal Number:68070  
 Amount:1000.00  
 Received:Thu Mar 10 16:37:50 EST 2011  
 Routing Transit number:055002707  
 Partial Account number:\*\*\*\*6789  
 Payment processed by:Kellie Madison

sfwmd.gov/ePermitting

## Additional Submittals

This function allows an applicant to respond to a request for additional information, submit an application fee payment (personal or business electronic check and Visa or MasterCard debit or credit are accepted methods of payment), seal engineering documents, submit agency or other comments, and add phosphorus budget reports.

To begin the subscription process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

If you do not have an ePermitting account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

## Submitting Additional Information

1. Click on the **Additional Submittals** link.
2. Enter application number.
3. Click the **Find** button.
4. Select interaction and/or payment option.
5. Enter details if applicable.
6. Click in the box next to **I agree to the above** and click the **Submit** button if no files are being attached or proceed to the *attaching files* process.

The screenshot shows a navigation menu on the left with the following items: Update Profile, Update Profile, Change Password, and Additional Submittals (circled in red). To the right is a search form titled 'Additional Information' with a 'Details' section. It contains an 'Application Number' input field, a 'Find' button, and a link for 'Application/Permit Search'.

This screenshot shows the 'Additional Information' form with the following details:
 

- Application Number: 061030-11
- Application/Permit Search link
- Select interaction: Radio buttons for Additional Information, Agency Comments, Other Comments, and Add Phosphorus Budget Report.
- Select payment options: Checkboxes for 'Make Payment in addition to another interaction' and 'Make Payment Only'.
- Permit Number: 08-00123-W
- Project Name: BABCOCK RANCH PWS
- Attached Files table with columns for fileName and size, and an Attach Files button.

 The 'Select interaction' and 'Select payment options' sections are circled in red.

The screenshot shows a 'Statement of Agreement' form with the following text:
 

I hereby agree to electronically submit this information in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above (circled in red)

Buttons for 'Cancel' and 'Submit' are located at the bottom.



## Attaching Documents

1. Click the **Attach Files** button.
2. Click the **Browse** button.
3. Select the applicable file.
4. Click the **Open** button.
5. Enter description if applicable.
6. Click the **Done** button.
7. Click in the box next to **I agree to the above** and click the **Submit** button if the sign/seal process is not required or proceed to the *Seal Engineering Documents* process.
8. Repeat process for each file being attached.

**Note:** Attached files are archived and available online for the public to review. Therefore, the following is recommended:

- File type - .pdf
- Maximum file size - 50 MB (megabytes)
- File name - select from our File Naming Convention list (link can be found on ePermitting Home page) and do not include a period (.) within the file name
- Combine multiple maps into one file

Additional Information

Details:

Application Number: 061030-11 Application/Permit Search

Select interaction:

- Additional Information
- Agency Comments
- Other Comments
- Add Phosphorus Budget Report

Select payment options:

- Make Payment in addition to another interaction (Must be selected if submitting information as indicated above)
- Make Payment Only

Permit Number: 08-00123-W

Project Name: BABCOCK RANCH PWS

Attached Files

FileName	Size
----------	------

Attach Files

Attachments

C:\Documents and Settings\kmadison\Desktop\Getting\_ Browse...

Description:

Cancel Done

Choose File to Upload

Look in: Desktop

File name: Getting\_Started.pdf

Files of type: All Files (\*.\*)

Open Cancel

Statement of Agreement

I hereby agree to electronically submit this information in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Cancel Submit



## Seal Engineering Documents

1. Click the **Seal Engineering Documents** link.
2. Enter the **name** of the **Professional Engineer** that is signing the document.
3. Enter the **license number** of the **Professional Engineer** that is signing the document.
4. Click the **box** next to the applicable file(s).
5. Click the **Authenticate & Produce Signature Document** button.
6. Click the **Print Signature Document** tab.
7. Click the circle next to applicable file.
8. Click the **Print Signature Document** button.
9. Print, sign, seal and mail signature document to applicable service center.
10. Repeat process for each file requiring seal verification.
11. Click in the box next to **I agree to the above** and click the **Submit** button if no payment is being made or proceed to the *Making Payment* process.

**Note:** The Seal Engineering link is only available after a file has been attached.

Seal Engineering Documents

Attached files

FileName	Size	
getting_started.pdf	836 KB	delete

Attach Files

Statement of Agreement

I hereby agree to electronically submit this information in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Cancel Submit

Electronic Seal Verification Print Signature Document

\*Professional Engineer (PE): John Smith

\*License Number: 111111

Selected	Filename	Authentication Code	Authentication Date	PE	Description
<input checked="" type="checkbox"/>	pollution source control.docx				

Back to Submittal Authenticate & Produce Signature Document

Electronic Seal Verification Print Signature Document

Selection	Signature Document	Authentication Date	PE
<input checked="" type="checkbox"/>	SignatureFile_20110203143610.html	02/03/2011 02:36:10 PM	John Smith

Back to Submittal Print Signature Document(s)

This document is signed and sealed to secure the data in this permit application and any attached files that were submitted electronically as described in Florida Department of Business and Professional Regulation, Board of Professional Engineers, Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents, Rule 61G15-23.003, F.A.C.

SFWMD Submittal No: 061030-11  
 Applicant/Owner Name: BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUS  
 Project Name: BABCOCK RANCH PWS  
 Permit Type:  
 County:

Signature Document Created: Tue Jan 25 11:14:51 EST 2011

The following files are attached and sealed:

File Name	Authentication Code (SHA-1)	Authentication Date
pollution source control.docx	91F80DF3AFFA155574520E417F18C27683DA2859	01/25/2011 11:14:50 AM

The seal appearing on this document is authorized by:

Professional Engineer (PE): John Smith  
 License No.: 1111111  
 Date: 01/25/2011 11:14:50 AM  
 PE Signature:

Statement of Agreement

I hereby agree to electronically submit this information in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Cancel Submit



## Making Payment

1. Select **Payment Option**.
2. Click in the box next to **I agree to the above**.
3. Click the **Pay** button.
4. Select or enter amount of payment.
5. Click **Make Payment** button.
6. Confirm payment information.
7. Click the **Pay Now** button.
8. Select method of payment.
9. Click the **Pay Now** button.
10. Enter required information.
11. Click the **Submit Payment** button.
12. Verify payment information.
13. Click the **Yes** button.
14. Click the **Back to Pending Submittals** button or the **Logout** link.

Select payment options:  Make Payment in addition to another interaction (Must be selected if submitting information as indicated above)

Make Payment Only

**Statement of Agreement**

I hereby agree to electronically submit this information in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

I agree to the above

Cancel Pay

**Payment:**

Pay fee balance: \* \$5,000.00

\* The fee balance is based on the latest information in our database. Please contact the application reviewer if you have any questions.

Pay other amount: \$200.00

*An application will not be deemed complete until the permit application is paid in full. The current fee balance due is subject to change if it is determined that a different application type is required.*

**Make Payment**

Processing Fees are applicable to your Submittal.

You have chosen to make an online payment for \$200.00. If this is correct, please select the Pay Now button. If you want to modify this amount prior to making your payment, select the Modify Payment Amount button.

*An application will not be deemed complete until the permit application fee is paid in full. The current fee balance due is subject to change if it is determined that a different application type is required.*

### ePermit Payments

Please choose the method of payment.

- Pay by Credit or Debit Card
- Pay by Personal Check
- Pay by Business Check

Please enter the following information about your payment method:

Cardholder's Name:\* Test

Cards Accepted:

Card Number:\* 4111111111111111

Signature Panel Code:\* 133

Expiration Date:\* 01 | 2012

Billing information:

Address:\* 3301 Gun Club Road

City: West Palm Beach

State: Florida

Zip:\* 33406

### ePermit Payments

Please verify the following information:

Amount: \$200.00  
Submittal Number: 051013-9

Card information:

Cardholder's Name: Test  
Card Type: Visa  
Card Number: 4111111111111111  
Signature Panel Code: 133  
Expiration Date: 1/2012

Billing information:

Address: 3301 Gun Club Road  
City: West Palm Beach  
State: FL  
Zip: 33406

Is this information correct?

**Submit Confirmation**

Your Additional Information was saved and submitted. You will receive a confirmation email once it has been processed.

**Additional Information Submittal number 6932**

If you have any questions, please do not hesitate to contact us at epermits@sfwmd.gov.

Thank you,  
SFWMD ePermitting Online Services


 sfwmd.gov/ePermitting

## eCompliance - Environmental Resource

This function offers a permit holder the convenience of electronically submitting compliance documentation (annual construction status, construction commencement notice, wetland/mitigation monitoring reports and mitigation bank documents).

To begin the submission process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

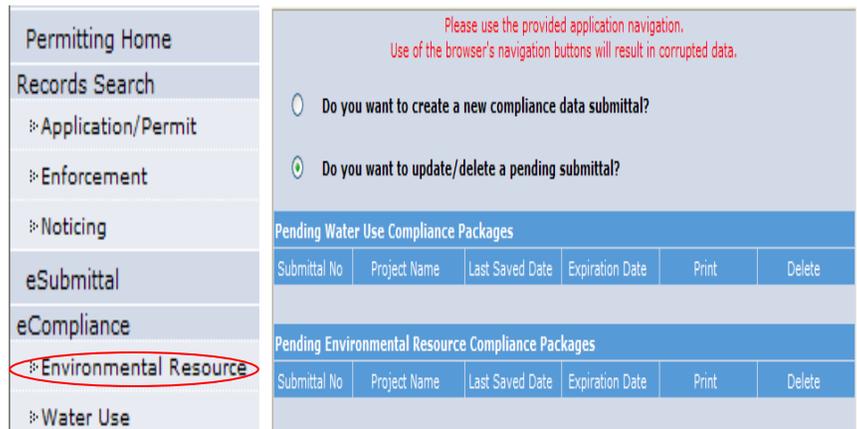
If you do not have an ePermitting account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Submitting ERP Compliance Documents

1. Click the **Environmental Resource** link located under *eCompliance*.
2. Click in the circle next to **Do you want to create a new compliance data submittal?**
3. Click the **Continue** button.

**Note:** Selecting the update/delete option allows pending submittals to be edited, printed, deleted and submitted.



Permitting Home

Records Search

- » Application/Permit
- » Enforcement
- » Noticing

eSubmittal

eCompliance

- » **Environmental Resource**
- » Water Use

Please use the provided application navigation.  
Use of the browser's navigation buttons will result in corrupted data.

Do you want to create a new compliance data submittal?

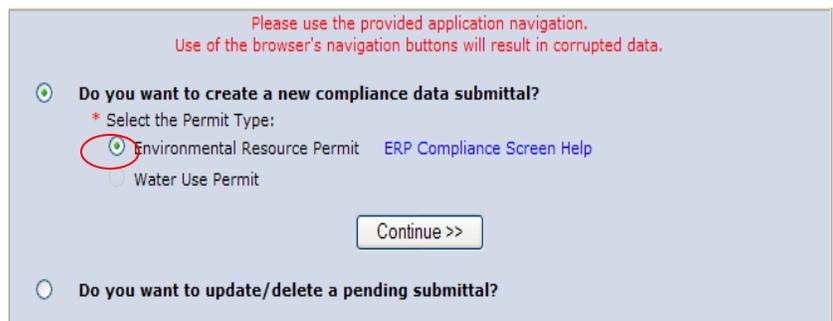
Do you want to update/delete a pending submittal?

Pending Water Use Compliance Packages

Submittal No	Project Name	Last Saved Date	Expiration Date	Print	Delete

Pending Environmental Resource Compliance Packages

Submittal No	Project Name	Last Saved Date	Expiration Date	Print	Delete



Please use the provided application navigation.  
Use of the browser's navigation buttons will result in corrupted data.

**Do you want to create a new compliance data submittal?**

\* Select the Permit Type:

Environmental Resource Permit [ERP Compliance Screen Help](#)

Water Use Permit

Do you want to update/delete a pending submittal?



## Submitting ERP Compliance Documents (continued)

4. Enter application or permit number.
5. Click the Search button.
6. Select the type of deliverable by clicking in the box next to **Engineering or Environmental Deliverables**.
7. Add **Comments** if applicable.
8. Click in the box next to the document(s) being attached.
9. Click the Attach Files button and attach applicable documents (refer to the *Attaching Files* process for detailed instructions).
10. Click the **Continue** button.
11. Repeat steps 9 and 10 until all documents are attached.
12. Proceed to the *Seal Engineering Documents* process if submitting sign/seal documents or Click the **Continue** button.
13. Click in the box next to **Edit Compliance Package** if changes need to be made.
14. Click the **Continue** button.
15. Click in the box next to **Print ERP Compliance Form** for a paper copy of the submittal.
16. Click the **Continue** button.
17. Click in the box next to **Verify and Submit Compliance Package**.
18. Click the **Continue** button.
19. Click in the box next to **I agree to the above**.
20. Click the **Submit** button.
21. Click the **Back to Pending Compliance** button or the **Logout** link once submittal confirmation is received.

Environmental Resource Permit Compliance	Submittal #: 67912	Submittal Status: NA
--	--------------------	----------------------

Specify an application or permit # search, and then enter the number below.

Application  Permit

060228-16 Search ?

Comments:

Please select the deliverables for which you are submitting information. All deliverables previously submitted will continue to show as outstanding until officially accepted by the South Florida Water Management District.

**Engineering Deliverables** ?

- CONSTRUCTION COMMENCEMENT NOTICE  
Due Date: 09/14/2006
- ANNUAL CONSTRUCTION STATUS  
Due Date: 08/15/2007

**Environmental Deliverables** ?

- REMIT PAYMENT OF \$126,007.00 TO PALM BEACH COUNTY FOR UNIT 11  
Due Date: 06/15/2001
- SUBMIT VERIFICATION OF PAYMENT TO PALM BEACH COUNTY FOR UNIT 11  
Due Date: 07/15/2001

What compliance activity would you like to perform? (Select one)

Edit Compliance Package  Print ERP Compliance Form

**Verify and Submit Compliance Package**

Return to Compliance Home Continue >>

This confirms the completion of your compliance submittal.

**Statement of Agreement**

I have provided all the information and/or documents required for the compliance submittal. I hereby agree to electronically submit this compliance data in accordance with the electronic transaction agreement accepted by me.

I agree to the above

Back to Compliance Management Submit

**Your Compliance Report has been submitted.**

Your report was saved to be processed. You will receive a confirmation email for this submittal.

**Your Compliance Submittal Number is: 67965**

If you have any questions about our Internet ePermitting services or your submission you can email us at ePermits@sfwmd.gov.

At SFWMD we've made a commitment to service. If we're not living up to your expectations, we hope you'll let us know.

Sincerely,  
SFWMD ePermitting Online Services

Back to Pending Compliance



## Attaching Files

1. Click the **Attach Files** button.
2. Click the **Browse** button.
3. Select the applicable file.
4. Click the **Open** button.
5. Enter description if applicable.
6. Click the **Done** button.
7. Repeat process for each file being attached.
8. Click the **Continue** button once all files have been attached.

**Note:** Attached files are archived and available online for the public to review. Therefore, the following is recommended:

- File type - .pdf
- Maximum file size - 50 MB (megabytes)
- File name - select from our File Naming Convention list (link can be found on ePermitting Home page) and do not include a period (.) within the file name
- Combine multiple maps into one file

Seal Engineering Documents		(Attach appropriate files before attempting to seal documents.)
Attached Files		
FileName	Size	

Buttons: Attach Files, Cancel, Continue >>

Attachments

C:\Documents and Settings\kmadison\Desktop\Sealed t

Description:

Buttons: Cancel, Done

Attached Files		
FileName	Size	
sealed doc test document.pdf	2 KB	delete

Buttons: Attach Files, Cancel, Continue >>



## Seal Engineering Documents

1. Click the **Seal Engineering Documents** button.
2. Enter the **name** of the **Professional Engineer** that is signing the document.
3. Enter the **license number** of the **Professional Engineer** that is signing the document.
4. Click the **box** next to the applicable file(s).
5. Click the **Authenticate & Produce Signature Document** button.
6. Click the **Print Signature Document** tab.
7. Click the circle next to applicable file.
8. Click the **Print Signature Document** button.
9. Print, sign, seal and mail signature document to applicable service center.
10. Click the **Back to Submittal** button.
11. Repeat process for each file requiring seal verification.
12. Click the **Continue** button once all documents have been sealed.

**Note:** Documents must be attached before using the Seal Engineering Documents option.

Seal Engineering Documents (Attach appropriate files before attempting to seal documents.)

Attached Files		
FileName	Size	
sealed doc test document.pdf	2 KB	<a href="#" style="color: white;">delete</a>

Attach Files

Cancel
Continue >>

Electronic Seal Verification
Print Signature Document

\*Professional Engineer (PE):

\*License Number:

Selected	Filename	Authentication Code	Authentication Date	PE	Description
<input checked="" type="checkbox"/>	sealed doc test document.pdf				

Back to Submittal
Authenticate & Produce Signature Document

Electronic Seal Verification
Print Signature Document

Selection	Signature Document	Authentication Date	PE
<input type="radio"/>	SignatureFile_20110209164342.html	02/09/2011 04:43:42 PM	John Smith

Back to Submittal
Print Signature Document(s)

### SFWMD ePermitting System Professional Engineer Signature Document

This document is signed and sealed to secure the data in this permit application and any attached files that were submitted electronically as described in Florida Department of Business and Professional Regulation, Board of Professional Engineers, Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents, Rule 61G15-23.003, F.A.C.

**SFWMD Submittal No: 67968**  
**Applicant/Owner Name: ESTERO NORTH POINT LTD**  
**Project Name: NORTH POINT DRI**  
**Permit Type: ERPC**  
**County: LEE**

Signature Document Created: Wed Feb 09 16:43:42 EST 2011

The following files are attached and sealed:

File Name	Authentication Code (SHA-1)	Authentication Date
sealed doc test document.pdf	CS2DA787C117A8C9DDFE135059FF5D51A8A0F6E4	02/09/2011 04:43:42 PM


 sfwmd.gov/ePermitting

## eCompliance - Water Use

This function offers a permit holder the convenience of electronically submitting compliance documentation/reporting (i.e. pumpage and monitoring [chloride, water level, conductivity] data, calibrations and other compliance reports).

To begin the reporting process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

If you do not have an ePermitting account, you must first register as a user. In order to establish a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

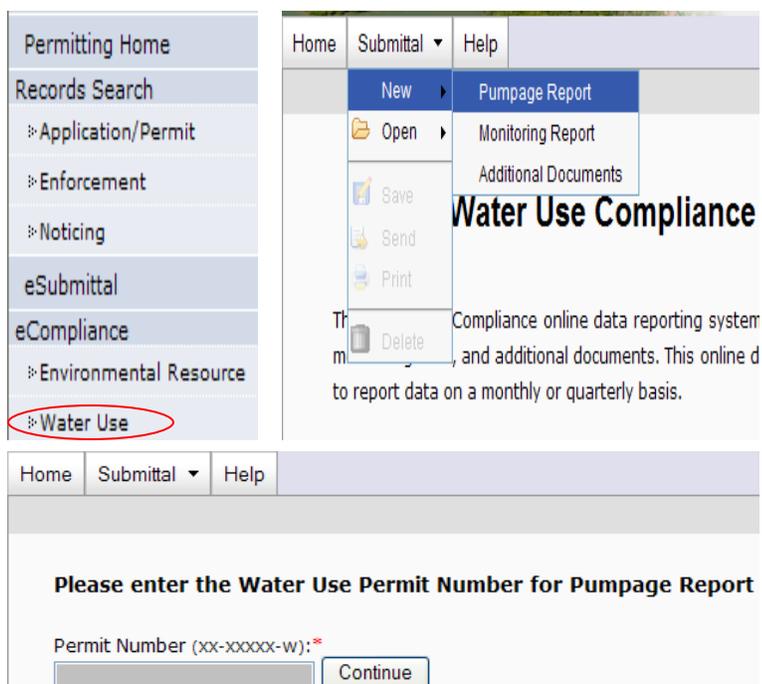
For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Submitting a Pumpage Report

Prior to submitting a Water Use Compliance report, the compatibility view setting on your computer may have to be modified. If you are unable to click on the Home, Submittal, or Help menus, or if these options are not visible on the screen, close the *Water Use Permit Compliance/Data Reporting* window and return to the *ePermitting Home* page. Click the *Compatibility View* button located directly to the right side of the address bar. Follow the steps to refresh/retry which will save the update, and then click the Water Use link and begin the submittal process.



1. Click the **Water Use** link located under *eCompliance*.
2. Click on **Submittal**.
3. Place cursor on **New**.
4. Click the **Pumpage Report** option.
5. Enter permit number.
6. Click the **Continue** button.



The screenshot shows the ePermitting Home page with a navigation menu on the left and a main content area on the right. The 'Water Use' link in the menu is circled in red. The main content area shows the 'Water Use Compliance' section with a 'New' dropdown menu open, highlighting 'Pumpage Report'. Below the menu, there is a form titled 'Please enter the Water Use Permit Number for Pumpage Report' with a text input field and a 'Continue' button.



## Submitting a Pumpage Report (continued)

7. Click in the box next to **I have reviewed this form and affirm that the requirement names are correct.**
8. Review Contact Information and click on the **Add corrections to the Contact Info** button if updates are required. Enter corrections as needed and click the **Done** button.
9. Enter required data for a period of one to three months per form for each **Requirement Name** listed.

**Notes:**

- The date information must be entered in **mm/yyyy** format.
  - The pumpage data must be entered in **million gallons (MG)**.  
1,500,000 gallons would be entered as **1.5**  
10,000 gallons would be entered as **.01**
  - If a month and year are entered, a **value or a comment** must be entered for each Requirement Name under that particular date.
10. Click on **Submittal**.
  11. Click **Send** once all data has been entered.
  12. Enter name, phone number and date.
  13. Click in the box next to **affirmation that data reported is accurate.**
  14. Click the **OK** button.

Home Submittal Help Welcome: Kellie Madison

Permit Number:50-00039-W Expiration Date:9/10/2027 Submittal Number:New

**South Florida Water Management District**  
Water Use Limiting Condition Compliance Report  
**Quarterly Report of Withdrawals From  
Wells and Surface Water Pumps**

Permit Number: 50-00039-W  
Project Name: BOYNTON BEACH MEMORIAL PARK CEMETERY  
Issued To: Boynton Beach Memorial Park Cemetery  
Address: PO Box 310  
City, State, Zip: Boynton Beach FL 33425-0310  
Phone / Fax: 561-742-6226  
E-mail: riversj@ci.boynton-beach.fl.us

**Inspector Contact Info:**  
Inspector's Name: Bill Rasperger  
Inspector's Phone: (561) 682-6933  
Inspector's E-mail: brasperg@sfwmd.gov

**Note:** Please review the Requirement Names below. If any changes should be made, please contact the water use compliance inspector. The box below must be checked before entering data.

I have reviewed this form and affirm that the requirement names are correct.\*

**Monthly Water Withdrawals (Million Gallons)**  
Monthly withdrawals can only be entered in million gallons (MG) Example: 1,500,000 gallons = 1.5MG; 10,000 gallons = .01MG

No	Requirement Name	District ID	Month/Year	Month/Year	Month/Year	Accounting Method	Last Date Calibrated (mm/dd/yyyy)	Comments
			(mm/yyyy) 01/2011	(mm/yyyy) 01/2011	(mm/yyyy) 03/2011			
1	Monthly Reclaim Received	31532	0	0	0			<a href="#">Add Comment</a>
2	Monthly Withdrawal for Well 1	31531	1.8119	1.9220	1.9393			<a href="#">Add Comment</a>

Home Submittal Help

Permit New 0039-W Expiration 1

Open South F

Save

Send

Print BEACH MEMORIAL PARK I  
Memorial Park Cemetery

Delete each FL 33425-0310

Phone / Fax: 561-742-6226  
E-mail: riversj@ci.boynton-beach.fl.us

Home Submittal Help Welcome: Kellie Madison

Permit Number:11-00117-W Expiration Date:2/28/2005 Submittal Number:2689

**South Florida Water Management District**  
**Submittal Confirmation for Pumpage Report**

Permit Number: 11-00117-W  
Project Name: PIPERS GROVE  
Issued To: TOUCHSTONE COMMUNITES INC  
Address: 8001 COCONUT ROAD  
City, State, Zip: BONITA SPRINGS FL 34135-4017  
Phone / Fax:  
E-mail:

**Inspector Contact Info:**  
Inspector's Name: Toby Schwelje  
Inspector's Phone: 238-338-2929  
Inspector's E-mail: tschwelje@sfwmd.gov

Name of Person completing form:\*  
Kellie Madison

Phone No.(xxx-xxx-xxxx):\*  
561-682-6909

Date(mm/dd/yyyy):\*  
03/15/2011

I affirm that the information provided in the reports and documents is accurate.

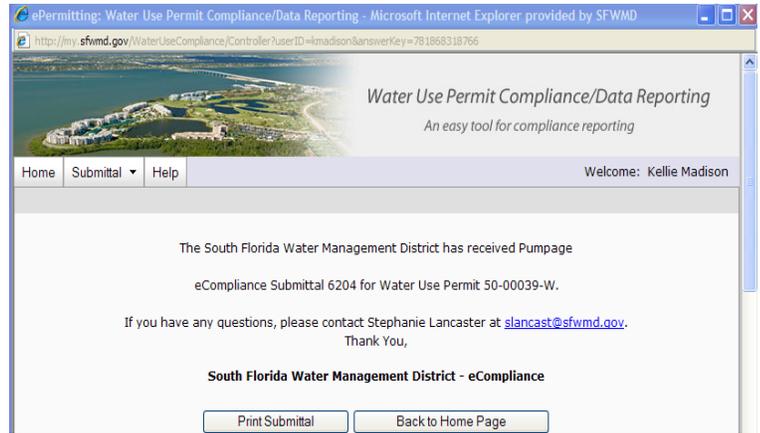


## Submitting a Pumpage Report (continued)

15. Click the **Print Submittal** button if a paper copy is desired.
16. Click the **Back to Home Page** button to continue reporting or the **X in the red box** at the top right of the page to exit.

### Notes:

- The pumpage report can be saved, printed and deleted by making the applicable selection from the Submittal drop down menu.
- An email confirmation will be sent to the registered ePermitting user once a report is submitted.
- Submitted reports are available online using the ePermitting Application/Permit Records Search function.

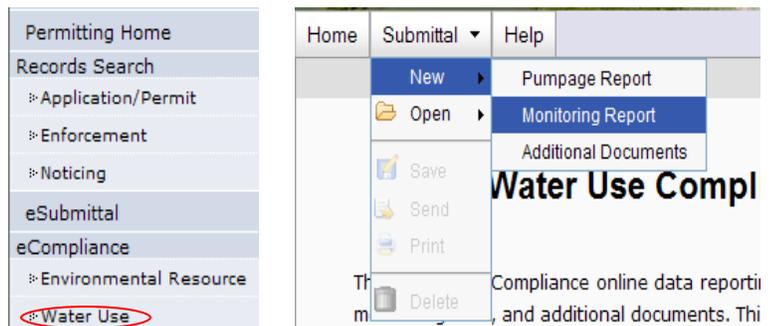


## Submitting a Monitoring Report

Prior to submitting a Water Use Compliance report, the compatibility view setting on your computer may have to be modified. If you are unable to click on the Home, Submittal, or Help menus, or if these options are not visible on the screen, close the *Water Use Permit Compliance/Data Reporting* window and return to the *ePermitting Home* page. Click the *Compatibility View* button located directly to the right side of the address bar. Follow the steps to refresh/retry which will save the update, and then click the Water Use link and begin the submittal process.



1. Click the **Water Use** link located under *eCompliance*.
2. Click on **Submittal**.
3. Place cursor on **New**.
4. Click the **Monitoring Report** option.
5. Enter permit number.
6. Click the **Continue** button.



**Please enter the Water Use Permit Number for Monitoring Report**

Permit Number (xx-xxxxx-w):\*



## Submitting a Monitoring Report (continued)

7. Click in the box next to **I have reviewed this form and affirm that the requirement names are correct.**
8. Review Contact Information and click on the **Add corrections to the Contact Info** button if updates are required. Enter corrections as needed and click the **Done** button.
9. Enter required data for a period of one month per form for each **Entity Name** listed.
10. Click on **Submittal**.
11. Click **Send** once all data has been entered.
12. Enter name, phone number and date.
13. Click in the box next to **affirmation that data reported is accurate.**
14. Click the **OK** button.
15. Click the **Print Submittal** button if a paper copy is desired.
16. Click the **Back to Home Page** button to continue reporting or the **X in the red box** at the top right of the page to exit.

### Notes:

- The date must be entered for each Entity Name.
- Either a value or a comment must be entered for each Entity Name.
- The monitoring report can be saved, printed and deleted by making the applicable selection from the Submittal drop down menu.
- An email confirmation will be sent to the registered ePermitting user once a report is submitted.
- Submitted reports are available online using the ePermitting Application/Permit Records Search function.

Home Submittal Help Welcome: Kellie Madison

Permit Number:11-00117-W Expiration Date:7/9/2013 Submittal Number:New

### South Florida Water Management District

#### Water Use Limiting Condition Compliance Report Quarterly Report of Monitoring Requirements

Permit Number: 11-00117-W  
Project Name: PIPER'S GROVE  
Issued To: Grove Residents Assoc Inc.  
Address: 2480 Old Groves Road  
City, State, Zip: Naples FL 34109  
Phone / Fax: 239 594 5005  
E-mail: pipersgroves@yahoo.com

**Inspector Contact Info:**

Inspector's Name: Toby Schwetje  
Inspector's Phone: 239-338-2929  
Inspector's E-mail: tschwetje@sflwmd.gov

**Note:** Please review the Requirement Names below. If any changes should be made, please contact the water use compliance inspector. The box below must be checked before entering data.

I have reviewed this form and affirm that the requirement names are correct.\*

No	Entity Type	Entity Name	District ID	Date of Data Collection (mm/dd/yyyy)	Chloride	Comments
1	WELL	MW1/PW-3	149240	01/31/2011	190	<a href="#">Add Comment</a>
2	WELL	MW2/PW-9	149241	01/31/2011	190	<a href="#">Add Comment</a>

Home Submittal Help Welcome: Kellie Madison

Permit Number:11-00117-W Expiration Date:7/9/2013 Submittal Number:6213

### South Florida Water Management District

#### Submittal Confirmation for Monitoring Report

Permit Number: 11-00117-W  
Project Name: PIPER'S GROVE  
Issued To: Grove Residents Assoc Inc.  
Address: 2480 Old Groves Road  
City, State, Zip: Naples FL 34109  
Phone / Fax: 239 594 5005  
E-mail: pipersgroves@yahoo.com

**Inspector Contact Info:**

Inspector's Name: Toby Schwetje  
Inspector's Phone: 239-338-2929  
Inspector's E-mail: tschwetje@sflwmd.gov

Name of Person completing form:\* Kellie Madison Phone No:(0000000000)\* 561-602-9306 Date(mm/dd/yyyy)\* 03/04/2011

I affirm that the information provided in the reports and documents is accurate.

ePermitting: Water Use Permit Compliance/Data Reporting - Microsoft Internet Explorer provided by SFWMD

http://my.sfwmd.gov/WaterUseCompliance/Controller?UserID=kmadison&answerKey=781868318766#

### Water Use Permit Compliance/Data Reporting

An easy tool for compliance reporting

Home Submittal Help Welcome: Kellie Madison

The South Florida Water Management District has received Monitoring eCompliance Submittal 6213 for Water Use Permit 11-00117-W.

If you have any questions, please contact Stephanie Lancaster at [slancast@sflwmd.gov](mailto:slancast@sflwmd.gov). Thank You,

**South Florida Water Management District - eCompliance**



## Submitting Additional Documents Calibrations, Annual and Water Loss Reports, etc.

Prior to submitting a Water Use Compliance report, the compatibility view setting on your computer may have to be modified. If you are unable to click on the Home, Submittal, or Help menus, or if these options are not visible on the screen, close the *Water Use Permit Compliance/Data Reporting* window and return to the *ePermitting Home* page. Click the *Compatibility View* button located directly to the right side of the address bar. Follow the steps to refresh/retry which will save the update, and then click the Water Use link and begin the submittal process.



1. Click the **Water Use** link located under *eCompliance*.
2. Click on **Submittal**.
3. Place cursor on **New**.
4. Click the **Additional Documents** option.
5. Enter permit number.
6. Click the **Continue** button.
7. Review Contact Information and click on the **Add corrections to the Contact Info** button if updates are required. Enter corrections as needed and click the **Done** button.
8. Click the **Browse** button at the bottom of the page to submit documents such as calibration, annual and water loss reports, etc.

The screenshot shows the ePermitting Home interface. On the left is a navigation menu with 'Water Use' circled in red. The main content area shows the 'Submittal' dropdown menu with 'Additional Documents' selected. Below this is a form titled 'Please enter the Water Use Permit Number for Additional Documents Report' with a text input field containing '36-03909-w' and a 'Continue' button. At the bottom is a 'List of Attachments' table.

No	Document	Comment
1	<a href="#">36-03909-W 5YR Reclaim rpt DOT Ben Hill Medians 3-2-11.jpg</a>	<a href="#">Add Comment</a> <a href="#">Delete File</a>
	<input type="text" value="Browse..."/>	

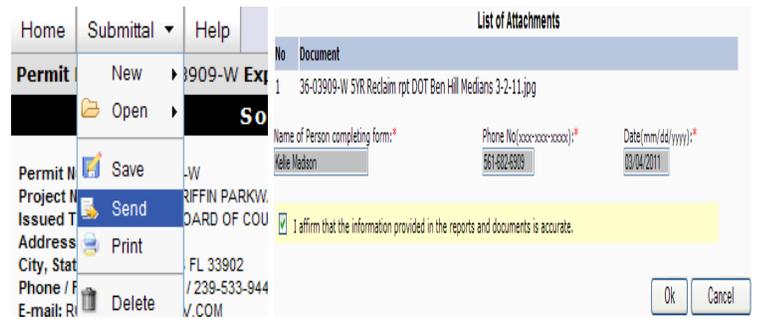
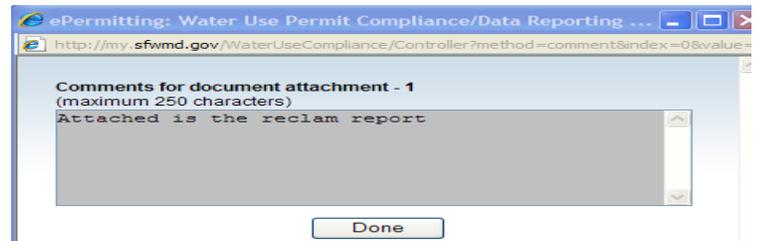
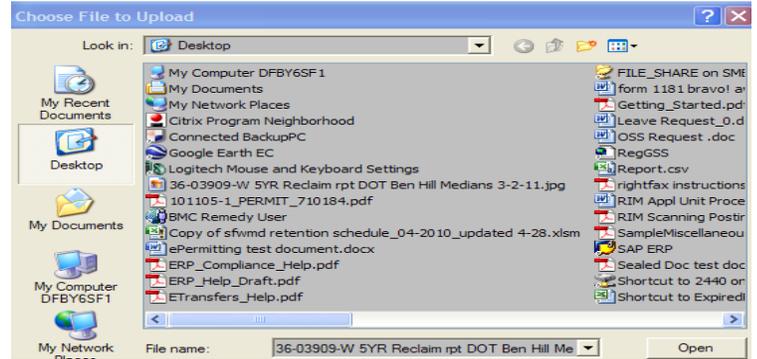


## Submitting Additional Documents (continued) Calibrations, Annual and Water Loss Reports, etc.

9. Select **applicable document** from your files.
10. Click the **Open** button.
11. Click on the **Add Comment** link if applicable. Enter comments and click the **Done** button.
12. Click on **Submittal**.
13. Click **Send** once all documents have been attached.
14. Enter name, phone number and date.
15. Click in the box next to **affirmation that data reported is accurate**.
16. Click the **OK** button.
17. Click the **Print Submittal** button if a paper copy is desired.
18. Click the **Back to Home Page** button to continue reporting or the **X in the red box** at the top right of the page to exit.

### Note:

- The Additional Document submittal can be saved, printed and deleted by making the applicable selection from the Submittal drop down menu.
- An email confirmation will be sent to the registered ePermitting user once a report/document is submitted.
- Submitted reports/documents are available online using the ePermitting *Application/Permit Records Search* function.




 sfwmd.gov/ePermitting

## eTransfers

This function allows registered users to apply to transfer a permit when a change in ownership of a permitted project or property has occurred.

To begin the subscription process, start *Internet Explorer* and type [www.sfwmd.gov/ePermitting](http://www.sfwmd.gov/ePermitting) in the address bar, which will bring you directly to the **ePermitting Home** page.

If you do not have an ePermitting account, you must first register as a user. In order to start a new user account, click on the **Create Account** icon (refer to *Getting Started with ePermitting* for detailed instructions). Registered users can simply click on the **Login** icon.

For additional information or if you have any questions, please contact us at [epermits@sfwmd.gov](mailto:epermits@sfwmd.gov).

### Submitting a Transfer Application

1. Click the **eTransfers** link.
2. Click the circle next to **Do you want to create a new transfer submittal**.
3. Click the appropriate answer to all three questions.
4. Click the **Continue** button.

#### Notes:

- Selecting the *update/delete* option allows access to a list of pending transfer submittals.
- Selecting the *routing a transfer submittal* option allows you to either edit a submittal, or move directly to the pay and submit function.

Permitting Home
Records Search
‣ Application/Permit
‣ Enforcement
‣ Noticing
eSubmittal
eCompliance
‣ Environmental Resource
‣ Water Use
<b>eTransfers</b>

Please use the provided application navigation.  
Use of the browser's navigation buttons will result in corrupted data.

Do you want to create new transfer submittal? eTransfers Help

Do you want to update/delete your pending transfer submittal?

Do you want to process a routed transfer submittal?

Submittal #: 62637 Submittal Status: New

Please use the provided application navigation.  
Use of the browser's navigation buttons will result in corrupted data.

To better assist you with your permit transfer needs, please answer the questions below:

Does the applicant own or lease the property covered by the permit?  
 Yes  No

Note: If you answered "No", a permit transfer may not be appropriate. Please contact us via [etransfers@sfwmd.gov](mailto:etransfers@sfwmd.gov) for further assistance.

Does the applicant own or lease the entire property covered by the permit?  
 Yes  No

Note: Deviation from the permitted acreage, such as the purchase of less than permitted, may require a permit modification. Please contact us via [etransfers@sfwmd.gov](mailto:etransfers@sfwmd.gov) for further assistance.

Does the applicant propose any changes to the current permit (i.e. change in land use)?  
 Yes  No

Note: Changes may require a permit modification. Please contact us via [etransfers@sfwmd.gov](mailto:etransfers@sfwmd.gov) for further assistance.



## Submitting a Transfer Application (continued)

5. Click on the button next to the type of transfer desired, **Application** or **Permit**.
6. Enter the application or permit **number**.
7. Click the **Search** button.
8. Click the **Continue** button.
9. Enter a **New Project Name** if applicable.
10. Click the **Add Parties** button.
11. Enter Applicant/Owner information (fields denoted with an \* asterisk next to them are required).
12. Click the **Save** button.
13. Repeat steps 10 through 12 until all relevant parties are entered.
14. Add **Comments** if applicable.
15. Click in the box next to the document(s) being attached.
16. Click the **Attach Files** button and attach applicable documents (refer to the *Attaching Files* process for detailed instructions).
17. Click the **Continue** button.
18. Provide electronic signature (refer to the *Electronic Signature* process for detailed instructions).
19. Click the **Continue** button.
20. Verify transfer submittal (refer to the *Verify Transfer Submittal* process for detailed instructions).
21. Click the **Continue** button.
22. Edit transfer submittal if changes need to be made.
23. Click the **Continue** button.
24. Route transfer application if applicable (refer to the *Route/Recall Transfer for Purpose* process for detailed instructions).
25. Click the **Continue** button.
26. Print transfer for a paper copy of the application.
27. Click the **Continue** button.
28. Pay and submit application (refer to the *Pay and Submit* process for detailed instructions).
29. Click the **Continue** button.

Permit Number	Application Number	Project Name	Project Acreage
43-00952-W	000713-4	OLD CITY OF STUART LANDFILL	62.0

Permit Number: 43-00952-W      Project Name: OLD CITY OF STUART LANDFILL  
Application Number: 000713-4      **New Project Name:** NEW CITY OF STUART LANDFILL  
Project Acreage: 62.0

**Enter Relevant Parties Details:**  
**Add Associated Parties:**  
\* Applicant information is required - enter Owner information only if different from Applicant. ?  
 AGENT       APPLICANT       ATTORNEY       CONTRACT PURCHASER       ENGR CONSULTANT  
 ENV CONSULTANT       LESSEE       OTHER INTERESTED PARTY       OWNER  
\* First Name: John      \* Last Name: Smith  
Company:      Salutation:      ?  
\* Address 1: Someplace Lane      Address 2:      ?  
\* State: FL      \* City: West Palm Beach      ?  
Phone: 561 - 555 - 1212 ext:      \* Zip: 33406 -      ?  
\* Email: jsmith@bellsouth.net      ?  
Fields marked with an asterisk (\*) are required.

**Comments**

**Attach Documents**

Select the documents attached:

- Recorded copy of documents effectuating transfer of ownership
- Permit Application Processing fee(s)
- Project or boundary map

**Transfer Management**

What activity would you like to perform? (Select one)

- Edit Transfer Submittal
- Electronic Signature (required for submittal)
- Route/Recall Transfer for Purpose
- Return Transfer to Originator
- Print Transfer
- Verify Transfer Submittal
- Pay and Submit

Return to Transfer Home      Continue >>

## Attaching Documents

1. Click the **Attach Files** button.
2. Click the **Browse** button.
3. Select the applicable file.
4. Click the **Open** button.
5. Enter description if applicable.
6. Click the **Done** button.
8. Repeat process for each file being attached.
9. Click the **Continue** button once all files have been attached.

**Note:** Attached files are archived and made available online for the public to review. Therefore, the following is recommended:

- File type - .pdf
- Maximum file size - 50 MB (megabytes)
- File name - select from our File Naming Convention list (link can be found on ePermitting Home page) and do not include a period (.) within the file name
- Combine multiple maps into one file

**Attach Documents**

Select the documents attached:

Recorded copy of documents effectuating transfer of ownership

Permit Application Processing fee(s)

Project or boundary map

fileName	Size
----------	------

**Attach Files**

Pursuant to Rule 40E-1.6107, Rule 40E-2.351 (Water User), and Rule 40E-4.351 (Environmental Resource), Florida Administrative Code, **the undersigned agrees to be bound by all terms and conditions for the permit, including any subsequent modification thereto.** Authorization for any proposed modification to the project shall be applied for and obtained prior to conducting such modifications.

(Deviation from the permitted acreage, such as the purchase of less acreage than permitted, or from any activities authorized by a District Permit shall require a Permit modification prior to consideration of Permit transfer.)

**Continue >>**

**Cancel**

**Attachments**

C:\Documents and Settings\kmadison\Desktop\Getting\_Started.pdf **Browse...**

Description:

**Cancel** **Done**

**Choose File to Upload**

Look in: Desktop

File name: Getting\_Started.pdf

Files of type: All Files (\*.\*)

**Open**

**Cancel**



## Electronic Signature

1. Click the circle next to **Electronic Signature**.
2. Click the **Continue** button.
3. Acknowledge agreement to the permit terms and conditions by clicking in the box next to **I agree**.
4. Attach appropriate authorization letter if acting as an agent on behalf of the owner (refer to the *attaching files* process for detailed instructions).
5. Click the **Continue** button.

**Note:** Electronic signature is a requirement of the transfer application.

- Selecting the *update/delete* option allows access to a list of pending transfer submittals.
- Selecting the *routing a transfer submittal* option allows you to either edit a submittal, or move directly to the pay and submit function.

What activity would you like to perform? (Select one)

Edit Transfer Submittal

Electronic Signature (required for submittal)

Route/Recall Transfer for Purpose

Return Transfer to Originator

Print Transfer

Verify Transfer Submittal

Pay and Submit

Transfer Electronic Signature

**Electronic Signature**

Pursuant to Rule 40E-1.6107, Rule 40E-2.351 (Water User), and Rule 40E-4.351 (Environmental Resource), Florida Administrative Code, the undersigned agrees to be bound by all terms and conditions for the permit, including any subsequent modification thereto. **The application must be signed by the new owner or an officer of the corporation. If you are acting as an agent or representative on behalf of the owner, a letter of authorization must be attached.** Authorization for any proposed modification to the project shall be applied for and obtained prior to conducting such modifications.

(Deviation from the permitted acreage, such as the purchase of less acreage than permitted, or from any activities authorized by a District Permit shall require a Permit modification prior to consideration of Permit transfer.)

I Agree

**Name:** Cathy Widness  
**Title:** Permit Tech  
**Telephone Number:** 561-682-6317  
**Date:** 1/21/2011

**Attached Files**

FileName	Size
----------	------



## Verify Transfer Submittal

1. Click the circle next to **Verify Transfer Submittal**.
2. Click the **Continue** button.
3. Verify that there is a check mark next to each required item.
4. Click the **Back to Transfer Management** button.

What activity would you like to perform? (Select one)

Edit Transfer Submittal

Electronic Signature (required for submittal)

Route/Recall Transfer for Purpose

Return Transfer to Originator

Print Transfer

**Verify Transfer Submittal**

Pay and Submit

Water Use Permit      Submittal #: 67857      Submittal Status: Pending

Verify Transfer Submittal

**To Relevant Parties**  
At least one applicant is required.

**Electronic Signature**  
Electronic Signature is required.

**Ownership Document**  
Proof of ownership document is required.

**Route for Purpose**  
Routing requirements have been met.



## Route/Recall Transfer for Purpose

1. Click the circle next to **Route/Recall Transfer for Purpose**.
2. Click the **Continue** button.
3. Click the **Add Routing** button.
4. Click the circle next the applicable **user type**.
5. Enter the first and last name if *Existing User* is selected.
6. Click the **Search Names** button.
7. Enter a short description.
8. Enter applicable comments.
9. Click the **Route** button.  
or
10. Enter the email address if *New User* is selected.
11. Click the **Send Email** button.
12. Click the **Back to Transfer Management** button.

Transfer Management

What activity would you like to perform? (Select one)

Edit Transfer Submittal

Electronic Signature (required for submittal)

Route/Recall Transfer for Purpose

Return Transfer to Originator

Print Transfer

Verify Transfer Submittal

Pay and Submit

Return to Transfer Home

Continue >>

Route:

Route Information

User	Purpose	Description

Add Routing

Back To Transfer Management

Route Submittal Details

Routing:

\* Please select type of the user

Existing User  New User

First Name:  Last Name:

\* Please select routed to user

\* Purpose:

\* Short Description:

Comments:

Thanks.

Fields marked with an asterisk (\*) are required.

Cancel

Route Submittal Details

Routing:

\* Please select type of the user

Existing User  New User

\* Email Id:

Fields marked with an asterisk (\*) are required.

Cancel



## Pay and Submit

1. Click the circle next to **Pay and Submit**.
2. Click the **Continue** button.
3. Click the circle next to the selected payment option.
4. Click in the box next to **I agree to the above**.
5. Click the **Pay** button.
6. Click the **Pay Now** button.
7. Click the circle next to the applicable payment method.
8. Click the **Pay Now** button.

**What activity would you like to perform? (Select one)**

Edit Transfer Submittal

Electronic Signature (required for submittal)

Route/Recall Transfer for Purpose

Return Transfer to Originator

Print Transfer

Verify Transfer Submittal

**Pay and Submit**

**Payment Options**

**Are you requesting special electronic payment provisions for the submittal?**

**No**

Yes, FDOT project

Yes, Reduced fee for environmental restoration or enhancement activities (\$250)

Yes, Waiver for Certain Local Governments, Rule 40E-1.607(6)

Yes, Pay Later

**Statement of Agreement**

I hereby agree to electronically submit this application in accordance with the Electronic Transaction Agreement accepted by me when I created my account.

**I agree to the above**

**Processing Fees are applicable to your Submittal.**

Application Processing Fee :- No application for which a fee is required shall be considered complete until appropriate application fee is submitted.

**The fees for this application are \$ 300.00.**

Pay online.

## ePermit Payments

Please choose the method of payment.

- Pay by Credit or Debit Card
- Pay by Personal Check
- Pay by Business Check
-



## Pay and Submit (continued)

Payment by credit or debit card -

1. Enter payment information (fields denoted with an \* asterisk are required).
2. Click the **Submit Payment** button.
3. Click the **Yes** button once credit/debit card information is verified.
4. Click the **Return to Pending Transfers** button or the **Logout** link once confirmation is received.

### ePermit Payments

Required fields are highlighted with an asterisk.

Payment information:

**Amount:**\* \$450.00 ⓘ  
**Submittal Number:** 67874 ⓘ

Please enter the following information about your payment method:

**Cardholder's Name:**\* Kellie Madison ⓘ  
**Cards Accepted:**   
**Card Number:**\* 1111111111111111 ⓘ  
**Signature Panel Code:**\* 123 ⓘ  
**Expiration Date:**\* 01 2012 ⓘ

Billing information:

**Address:**\* 3301 Gun Club Road ⓘ  
**City:** West Palm Beach ⓘ  
**State:** Florida ⓘ  
**Zip:**\* 33406 ⓘ

### ePermit Payments

Please verify the following information:

**Amount:** \$300.00  
**Submittal Number:** 67930

Card information:

**Cardholder's Name:** Kellie Madison  
**Card Type:** Visa  
**Card Number:** 4111111111111111  
**Signature Panel Code:** 123  
**Expiration Date:** 1/2013

Billing information:

**Address:** 3301 Gun Club Road  
**City:** West Palm Beach  
**State:** FL  
**Zip:** 33406

Is this information correct?

Submit Confirmation

**Your Application has been Submitted.**

Your Submittal was saved to be processed. You will receive a confirmation email for this submittal.

**Your Transfer Submittal number is 62638**

A formal application number will be assigned.

If you have any questions about our Internet ePermitting services or your submission, you can email us at: [etransfers@sfwmd.gov](mailto:etransfers@sfwmd.gov)

At SFWMD, we've made a commitment to service. If we're not living up to your expectations, we hope you'll let us know.

Sincerely,  
SFWMD ePermitting Online Services

## Pay and Submit (continued)

Payment by personal or business check -

1. Enter payment information (fields denoted with an \* asterisk are required).
2. Click the **Submit Payment** button.
3. Click the **Yes** button once credit/debit card information is verified.
4. Click the box next to the *authorization to debit bank account statement*.
5. Click the **Submit Payment** button.
6. Click the **Yes** button once information is verified.
7. Click the **Return to Pending Transfers** button or the **Logout** link once confirmation is received.

### ePermit Payments



**Required fields are highlighted with an asterisk.**

Please enter the following information about your Bank account:

**First Name on Check:** \* Kellie

**Last Name on Check:** \* Madison

**Routing Transit Number:** \* 12346789

**Account Number:** \* 12346789

**Confirm Account Number:** \* 12346879

**Type of Account:** \*  Checking  Savings

**Address:** \* 3301 Gun Club Road

**City:** \* West Palm Beach

**State:** \* Florida

**Zip:** \* 33406



By clicking on the provided checkbox, I authorize South Florida Water Management District to initiate an electronic debit to my bank account in the amount displayed above. This authorization is to remain in full force and effect unless I provide written notification to South Florida Water Management District within an appropriate time frame to allow South Florida Water Management District to act on it.

**Submit Payment**

**ePermit Payments**

JOHN Q. PUBLIC  
123 ANYWHERE DR  
SOWEWHERE, ST 02139-4205

00237

123456789 123456789 0237

**ROUTING TRANSIT NUMBER** **ACCOUNT NUMBER** **CHECK NUMBER**

Please verify the following information:

Payment Information:  
Amount: \$10.00  
Submittal Number: 62156

Account Information:  
Company Name: IT  
Routing Transit Number: 055002707  
Account Number: 123456789  
Employer Identification Number (EIN):  
Type of Account: Checking  
Address: Sample Address  
City: Sample City  
State: FL  
Zip: 33406

Is this information correct?  
 Yes  No

**Submit Confirmation**

**Your Application has been Submitted.**

Your Submittal was saved to be processed. You will receive a confirmation email for this submittal.

**Your Transfer Submittal number is 62638**

A formal application number will be assigned.

If you have any questions about our Internet ePermitting services or your submission, you can email us at: [etransfers@sfwmd.gov](mailto:etransfers@sfwmd.gov)

At SFWMD, we've made a commitment to service. If we're not living up to your expectations, we hope you'll let us know.

Sincerely,  
SFWMD ePermitting Online Services

**Return to Pending Transfers**