

PUTNAM COUNTY
PLANNING & DEVELOPMENT SERVICES

2509 Crill Avenue, Suite 300
Palatka, FL 32177
Fax: 386-329-1213
Email: pzb@putnam-fl.gov



Planning & Zoning: (386) 329-0491
Building: (386) 329-0307
Code Enforcement: (386)-329-0317
Website: www.putnam-fl.gov

MASTER MINING PERMIT APPLICATION

Failure to complete this form in its entirety may result in a delay of processing.

Note: A separate application is required for each request.

PROJECT NAME: _____

PRELIMINARY DCR CASE: _____

PARCEL NUMBER(S): _____

911 ADDRESS(ES): _____

OWNER: _____

MAILING ADDRESS: (Street) _____

(City) _____ (State) _____ (Zipcode) _____

PRIMARY PHONE: _____ EMAIL: _____

AGENT (Fill out Agent Designation & Oath Forms): _____

Preferred method for written notification? Mail Email

Current Future Land Use Designation: _____

Current Zoning Designation: _____

Associated Rezoning Yes No Map Amendment Yes No

If yes: Case Number: _____ Case Number: _____

Total Area (Acres or Square Feet): _____

Per Phase: I: _____ II: _____ III: _____ IV: _____

I hereby certify that I have reviewed the Putnam County, Florida Land Development Code and that my submission meets all requirements. The only exception are those items to which I am requesting variances to, or waivers from certain sections of the code and understand that they must be listed on the plans individually and on the attached submittal. I understand that if an item does need a variance, it will be necessary to file through the appropriate governing body.

Signature of Property Owner:

(sign)

(print)

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,
this ____ day of _____ 20____, by _____ who is
(Print Signer's Name)

personally known to me or who has produced _____ as identification.
(Type of Identification)

Notary Stamp

(Print, Type, or Stamp Commissioned Name of Notary)

Signature of Notary Public

NOTE: In the event that a resubmittal is requested, a signed resubmittal acknowledgement must be submitted within 30 days of said request. If the acknowledgment is not received within this timeframe, the application will be closed, and a new application with the applicable fee will be required.

MASTER MINING PERMIT APPLICATION

ELIGIBILITY

1. Mining operations shall only be allowed on property where both the Mining Future Land Use and Mining Zoning District are in place.
2. A mining operation must obtain Final Development Order from the County prior to the commencement of the mining activity, hereinafter referred to as a Mining Master Plan Permit. The application for a Mining Master Plan Permit shall, to the extent possible, be reviewed concurrently with a related application for a Comprehensive Plan amendment and/or rezoning.
3. The excavation of the mine shall be conducted in phases, as set forth in the Mining Master Plan, so as to expose the least amount of land surface practical at any time during the mining operations. The activity to be conducted during each phase shall be described in the Mining Master Plan and shall be based on a variety of factors, including but not limited to, the type soil being excavated, the location and size of the mine, the duration of the operation, the location of length of the deposits being excavated and the susceptibility of the site to erosion and fugitive dust emissions, and the presence or absence of buffers and setbacks that will impact the aesthetics and the environment.
4. The site for a mine shall:
 - (a) Have a minimum land area of five acres.
 - (b) Have legal access to a public right-of-way that will insure the ingress and egress for the mining operation does not take place on a Local Road in an established neighborhood.
5. The actual excavation area shall be subject to the following minimum setbacks:
 - (a) 100 feet of any public roadway;
 - (b) 500 feet of a natural water body; except that when the water body has not been meandered by the State and it is located entirely within the property boundaries of the mining operation, the setback may be reduced to 50 feet.
 - (c) 25 feet from a delineated wetland; except that encroachment into a wetland system may be allowed if it is determined to be an integral part of the mining activity or the Board determines the encroachment is necessary for the reasonable operation of the mine and the impact to the wetland system is negligible or sufficiently mitigated. The encroachment must be permitted by the Department of Environmental Protection, and the owner or operator of the mine must mitigate any net loss to the wetland system.
 - (d) Nothing herein shall prevent the Board from requiring greater setbacks, where the minimum setbacks are found to be insufficient to protect the roadway, water body, wetland or other adjacent land uses from suffering adverse impacts from the excavation activity.

6. A Pond Permit is not required for an artificial lake that is a part of an approved reclamation plan.
7. Copies of any permits or reports required by the Florida Department of Environmental Protection and those that may be required by other State agencies in relation to the mine and the mining operation shall be submitted concurrently to the Director of Planning & Development Services and the Director of Public Works for Putnam County.
8. Environmental Protection Standards.
 - (a) Water quality and quantity
 - i. Point-source Discharges. Point-source Discharges of water or liquid waste into water bodies are prohibited; except that point source discharge may be allowed if permitted by the Florida Department of Environmental Protection and/or the Water Management District and the water body has not been meandered by the State and it is located entirely within the property boundaries of the mining operation. This shall not prevent approved discharges into re-circulating plant water systems, retention ponds and surface water storage ponds which are self-contained on the mine property, or the undertaking of aquifer recharge programs, or discharges of storm water runoff from reclaimed lands; nor shall it prevent existing mining operations with valid state permits from discharging in accordance with those permits; provided, however, that in no event may any discharges of water or liquid waste have an adverse effect on water quality, riverine, terrestrial or aquatic biota or preexisting lawful uses of water bodies.
 - ii. Non-point source Discharges. Non-point source Discharges of water or liquid waste into waters of the County or State shall not have an adverse effect on water quality, riverine, terrestrial or aquatic biota or preexisting lawful uses of water bodies. All surface drainage from site runoff shall be directed away from sinkholes or open excavations unless such excavations are part of the approved storm water management system.
 - iii. Ground and surface water withdrawals shall not adversely impact, due to lowering of potentiometric levels, the Floridan Aquifer beyond the boundaries of the mine. Nor shall mining activities adversely impact the level of the surficial aquifer beyond the boundaries of the mine. Ground and surface water levels shall continue to be monitored for the duration of the mining operation. Wells established for a potable water supply or as part of the mining operation shall be constructed to enable sampling of the aquifer from which the water is drawn. The frequency and form of reporting of monitoring results shall be decided on a case-by-case basis and outlined in the Mining Master Plan Permit.
 - iv. Where feasible, a horizontal impervious layer (possibly including a portion of the extracted resource) to be left undisturbed and un-penetrated beneath all excavated areas in order to retard the movement of water from excavated areas to the Groundwater. The thickness and horizontal extent of confining units, if any, shall be determined using soil borings taken prior to excavation.
 - v. Surface Water Withdrawals. Water shall not be drawn from surface water bodies not totally within the property unless specifically approved as part of the Mining Master Plan Permit, and by the State through an Environmental Resource and/or a Consumptive Use Permit. Such use

shall only be permitted after a thorough analysis of stream flow and surface water conditions and shall be limited to quantities not detrimental to downstream property owners or the environment.

- (a) Wetlands. Wetlands shall not be altered or disturbed by mining operations except in accordance with the applicable provisions of Article 6, Division 2 of the Putnam County Land Development Code (LDC) and any other applicable State and Federal rules, regulations and ordinances. Appropriate methods of restoring or reclaiming the functions and values of mined areas with special regard to vegetative restoration to ensure that viable wetlands are established free of exotic and noxious plant species shall be taken. The restoration and reclamation methods shall be outlined in the approved reclamation plan.
- (b) Archaeological and Historical resources. Archaeological and historical sites, cemeteries and burial grounds shall be preserved in accordance with applicable federal, state, regional and local laws, ordinances, rules and regulations. The state division of archives, history and records management shall be consulted to determine what resources may be located on a mining site.
- (c) Wildlife resources. Maximum practicable efforts shall be made to protect habitats of endangered or threatened species of wildlife and vegetation, and where feasible, incorporate the establishment of habitat for native wildlife species as part of the reclamation plan.
- (d) Floodplain. No mining activity, with the exception of approved peat and muck mining, shall be conducted within the 100-year Floodplain of a waterway, lake or stream if such mining activity would have an adverse effect on the 100-year Floodplain. Floodplain elevations shall be determined as provided in Article 6, Division 5 of the LDC.
- (e) Solid Waste. No operator shall dump, pile or permit the dumping, piling or otherwise placing of any earth, overburden rocks, ore, debris or other solid waste upon or into any public roadways or other public property or water bodies or upon any adjacent property except as specifically approved in the Master Mining Permit. No operator shall place such materials in such a way that normal erosion or slides brought about by natural physical causes will permit such materials to go upon or into public roadways or other public property or water bodies or upon any adjacent property except as specifically approved in the Master Mining Permit.
- (f) Hazardous Waste. All Hazardous Materials intended to be stored or used on-site, including petroleum-based products, shall be reported to the Fire Marshall and the Director of Emergency Management Services for Putnam County. All hazardous wastes generated by activities at the site be disposed of in accordance with local, regional, state and federal laws, ordinances, rules and regulations.
- (g) Blasting and vibrations. No blasting or other use of explosives shall be conducted without proper permits from the governmental entities with jurisdiction, including the State Fire Marshal. Blasting shall be conducted only from Monday through Saturday and during daylight hours. All mining activities shall be performed in a manner that shall prevent vibrations of the soil from reaching a magnitude sufficient to cause damage to persons or property outside the operator's property.

- (h) Air quality. The mining activity shall be conducted so as to prevent the generation and off-site migration of fugitive dusts and particles. All areas in which such dusts or particles may be generated shall be kept wet or controlled in another manner to reduce the potential for their off-site migration. Atmospheric discharges from processing and drying equipment shall comply with all applicable state, federal, regional and local laws, ordinances, rules and regulations.
 - (i) Erosion and Sedimentation. Soils exposed during site alteration shall be stabilized and runoff and siltation directed to areas approved in the Mining Master Plan Permit in such a manner as to prevent off-site impacts.
 - (j) Dewatering. Dewatering operations shall be planned and controlled so as to provide minimum draw down of the groundwater table outside the actual mining site. When it receives credible complaints that the mining operation has resulted in detrimental off-site impacts, the County will coordinate an investigation with the State and Federal regulating agencies and may require the operator to demonstrate that such impacts have not occurred as a result of the dewatering operation. Any dewatering operation which results in detrimental fluctuations of water levels in adjacent water bodies, wetland areas or water supply wells shall be terminated until such time as a satisfactory plan is developed and implemented to maintain water levels in such areas.
9. Existing mines that pre-date the effective date of this section shall be subject to the requirements of Article 9, Division 3, Section 45-813 of the LDC.
10. Changes in ownership or operation of an approved mine existing before or after the adoption of this Section shall be reported the Board in writing within 60 days of the change operation and shall include the name, address and telephone number of the new owner or operator.
11. In determining compliance with this subsection the County may rely on the expertise of the State and Federal permitting agencies.

THE PROCESS

1. Applicant shall submit a Mining Master Plan application with the required submittals and fees to the Planning Department (“Department”) and the Department shall conduct a sufficiency review within twenty (20) business days. If the Department determines that the information is substantially incomplete, it shall inform the applicant in writing of the deficiencies. The developer may submit an amended plan within sixty (60) business days without payment of an additional fee, but, if more than 60 days have elapsed, the applicant must thereafter initiate a new application and pay a new fee.
2. The Department shall send a copy of the proposed Mining Master Plan to each member of the Development Review Committee (DRC) and shall place the plan on the agenda of the next Committee meeting that allows the DRC at least twenty (20) business days to review the plan.
3. Each DRC member shall present comments as to the proposed development's probable effect on the public facilities and services that the member represents and any other comments regarding whether the proposal is in compliance with the requirements of the LDC. Additional preliminary review meetings can be scheduled as deemed necessary by the applicant, DRC, or Department.

4. Within twenty (20) business days after the DRC meets for the last time to consider the plan and comments, the Department shall issue a written report setting forth findings and conclusions supporting such findings, and shall forward the matter to the Board of County Commissioners with written findings and a recommendation of either approval, approval with conditions or denial.
5. The Board of County Commissioners shall, after a properly noticed public hearing, either issue a Final Development Order granting the Mining Master Plan Permit, stating any conditions of approval, or deny the application, stating the basis for the denial. In addition to any other additional conditions that may be included in the Final Development Order, the Order shall include the following conditions precedent to issuance of a Final Development Order:
 - (a) Applicant shall obtain appropriate permits and approvals from the FDEP, FDOT and any other appropriate State or Federal regulatory agencies, including but not limited to approval of a reclamation plan consistent with the conceptual plan approved as part of the Preliminary Development Order.
 - (b) Applicant shall provide the appropriate financial assurances, in a form approved by the Board, that insure completion of the approved reclamation plan.
 - (c) A specific, reasonable time frame for completing the conditions precedent to a Final Development Order.
6. The developer shall submit a Final Development Plan to the Director or his designee for review and approval within the time period in which the Preliminary Development Order is valid.
7. Within twenty (20) business days the Department shall determine whether the Mining Master Plan Permit should be approved or denied based on whether the plan conforms to the Preliminary Development Order; and shall either issue a Final Development Order complying with Subsection 12.04.08 of the LDC, or refuse to issue a Final Development Order based on the failure of the Development to comply with the conditions imposed by the Preliminary Development Order. If the Final Development Order is denied, the applicant may request a hearing before the Board of County Commissioners to determine whether the Final Development Order should be issued.

REQUIREMENTS FOR FINAL DEVELOPMENT REVIEW

Applications for development review shall be available from the Department. The completed application shall be signed by all owners of the subject property, or their authorized agent(s), and notarized. Signatures by other parties will be accepted only with notarized proof of authorization by the owners. In a case of corporate ownership, the authorized signature shall be accompanied by a notation of the signer's office in the corporation, and documentation showing authorization to act for the corporation. All applications shall comply with the following submittal requirements unless deemed unnecessary by the Department:

1. The application shall include, but not be limited to the following:
 - (a) Name, address and telephone number of owner.

- (b) Description of intended use.
- (c) Description of proposed development activities.
- (d) Location and linear dimensions and size of parcel.
- (e) Construction plans for all proposed development activities. This is required for Class I developments only, and is optional for Class II or III developments at the application stage.
- (f) Legal description of property involved.
- (g) A site plan drawn to scale showing dimensions of existing and proposed structures, with the setbacks from each other and the property line, the lot coverage, proposed parking including aisles direction of flow and dimensions, landscaping, and a north arrow.

Where applicable to the development activity proposed, the Department may require the following to be submitted as part of the application:

1. Building, structure, sidewalk and pavement location, height and setback.
2. Location, length, width and composition of proposed driveways including driveway alignment with driveways on surrounding land.
3. A map of vegetative cover including the location and identity by common name of all protected trees. Groups of protected trees may be designated as "clusters" with the estimated total number noted.
4. Floor plan for existing and proposed structures.
5. A detailed landscape plan meeting or exceeding the requirements of the LDC for all new or existing uses.
6. Sign plans, including the location of signs on the site; dimensions of all signs, including maximum square footage, height and width; and distance from the ground to the bottom of the sign display area (including borders).
7. Location Map with a boundary survey, signed and sealed by a certified surveyor, showing all existing and proposed easements, emergency access ways, other cross-access easement agreements, and rights-of-ways.
8. Use and description of the proposed project.
9. A quality scaled drawing of the site showing the following:
 - (a) Location and dimensions of all existing and proposed structures indicating all access points, gross floor area per floor per building, building height and number of stories, statement of number of dwelling units.

- (b) All existing and proposed vehicular and pedestrian access ways with dimensions.
 - (c) Areas designated for off-street parking showing the number of existing, required, and proposed parking spaces based upon parking standards, including handicapped parking. The composition shall also be noted.
 - (d) Designated loading and service areas.
 - (e) Total area of site with percentages allocated to buildings, paving, impervious area and open space.
 - (f) Dimensions of all features on the site must be indicated, including but not limited to setbacks, building separation, driveway and street widths, etc.
 - (g) Designate all common areas.
 - (h) Any proposed or required screening or buffering mechanism, including walls, hedges and/or fences.
10. Mining Master Plan showing phasing schedule, acreage of each phase, sequence of development and nature of the development is each phase.
- (a) All plans shall be drawn to a scale of one (1) inch equals twenty (20) feet, unless the Department determines that a different scale is sufficient or necessary for proper review of the proposal.
 - (b) If multiple sheets are used, the sheet number and total number of sheets must be clearly indicated on each.
 - (c) The front cover sheet of each plan shall include:
 - i. A general vicinity or location map drawn to scale (both stated and graphic) showing the position of the proposed development in the section(s), township and range, together with the principal roads, municipal boundaries, and/or other pertinent orientation information.
 - ii. A complete legal description of the property.
 - iii. The name, address and telephone number of the owner(s) of the property. Where a corporation or company is the owner of the property, the name and address of the president and secretary of the entity shall be shown.
 - iv. Name, business address, and telephone number of those individuals responsible for the preparation of the drawing(s).
 - v. Each sheet shall contain a title block with the name of the development, stated and graphic scale, a north arrow, and date.

- vi. The plan shall show the boundaries of the property with a metes and bounds description reference to section, township and range, tied to a section or quarter-section or subdivision name and lot number(s).
 - vii. The area of the property shown in square feet and acres.
- (d) The number of copies, as established by the Department, of the submittal shall be required.
- (e) Unless a format is specifically called for below, the information required may be presented textually, graphically, or on a map, plan, aerial photograph, or by other means, whichever most clearly conveys the required information. It is the responsibility of the developer to submit the information in a form that allows ready determination of whether the requirements of the LDC, the Comprehensive Plan, or other federal, state, or regional laws and regulations have been met.
11. A tree survey showing hardwoods 12” in diameter or more, and pines 18" in diameter or more, at 4 1/2 feet above ground level.
 12. Location and identification of all adjacent streets, internal streets, driveways and all access points.
 13. Identify any known special fire protection and health concerns such as: flammable liquids storage tanks, dry cleaning operations, paint spray operations, manufacturing processes, furnaces, ovens, combustible storage, etc.
 14. Provide locations of fire hydrants and the size and locations of water mains that supply them. The point of service for fire protection systems connected to the public water system shall also be designated.
 15. Show the paved areas and/or stabilized areas of the site that may be used for access to the structures and the composition of each. This will include cul-de-sacs, dead ends, emergency accesses, lime rock based areas of travel, etc.
 16. Specific landscaping and irrigation plan.
 17. Indicate the location of all existing utilities on the site.
 18. Indicate existing and proposed easements for facilities to be maintained by Putnam County.
 19. Location of proposed water and wastewater facilities including any existing potable water lines within 250 feet of the boundaries of the subject property and any central sewage lines deemed to be “available” by the Florida Department of Health.
 20. Areas of special flood hazard shall be identified, with elevations and the source of information if applicable.
 21. Wetland protection setback line shall be located on plan.
 22. Location of proposed storm water management facilities.

23. The occupancy classification of the building.
24. Location of all service laterals and water meters including size.
25. Drainage narrative including the following:
 - (a) Explanation of all assumptions.
 - (b) Method of analysis with calculations.
 - (c) Soil boring results, if necessary.
 - (d) Storm water management utility summary sheet.
 - (e) Signed and sealed by a professional engineer.

ADDITIONAL SUBMITTAL REQUIREMENTS

Submittal requirements for the Mining Master Plan Permit review process shall generally follow Article 12, Division 5 of the Putnam County Land Development Code. In addition to the submittal requirements of Section Article 12, Division 5, the following submittals shall also be provided:

1. A map series that illustrates the property, the project boundary, parcel lines, USGS topographic data for the property, a conceptual site plan showing the size and location of proposed accessory structures and improvements as well as all required setbacks, location for ingress and egress and anticipated traffic routing, and location of the area to be mined, all over-layed on the most recent aerial photograph of the property in question. The map series must also show the surrounding property at least 1,500 feet of the property boundary with parcel lines and topographic information.
2. A location map showing the parcel under review for the Permit in relation to the surrounding parcels and roadways within a two-mile radius of the proposed mine.
3. An environmental assessment prepared by a qualified environmental professional, who identifies existing natural communities present on the subject property, including but not limited to jurisdictional wetlands, endangered and threaten species habitat, areas of high groundwater recharge and any other environmentally sensitive lands within the subject property; along with a narrative regarding how these communities will be protected or mitigated.
4. A geotechnical report and groundwater study completed by an engineer or geologist that is qualified in the area of hydrogeology showing the location and types of soils, the level of the groundwater table on the subject property, the effect of the proposed activity on the groundwater and surface water resources, including wetlands, and land uses within one mile of the site, as well as a conceptual ground and surface water monitoring plan. Ground and surface water levels must be established and monitored for one full year prior to commencement of mining operations, and shall continue to be monitored for the duration of the mining operation.

5. An archeological and historical assessment of the property by a qualified professional to determine what historically significant resources may be located on a mining site.
6. A traffic impact and concurrency study, including anticipated traffic routing.
7. A conceptual reclamation plan that is, at a minimum, consistent with the State's reclamation requirements, which shall include the estimated cost of reclamation; except that the County may require additional reclamation actions not required by State's minimum standards, if it determines such actions are necessary and reasonable given the nature of the mining operation and the area to be disturbed. Additionally, all reclamation plans shall include a plan for re-vegetation as that term is defined in Article 3, Division 2, Section 45-191 of the LDC.
8. Assurances in a form approved by the Board of County Commissioners that the applicant will be financially able to complete the approved reclamation plan. Such assurances may be in the form of a performance bond or other surety, or by the annual filing of a certified financial statement demonstrating the financial ability to achieve the approved reclamation plan, as determined by the Board. Such financial guarantees shall be in an amount not less than 100% of the cost of reclamation, as shall be decided by the Board based on the recommendation of the County Administrator and the advice of the County Attorney.
 - (a) The cost estimates for reclamation will be limited to the active phase of the excavation.
 - (b) Upon formal written request to the permitting agency or board, the permit holder may request a reduction in the amount or a complete release of the reclamation surety due to completion of some or all of the required reclamation. The Department must be allowed to enter and inspect the reclamation efforts and make a written recommendation regarding the request prior to a final determination to reduce or release the surety.
 - (c) If the County determines that the previously approved financial assurances do not demonstrate the financial ability to achieve the approved reclamation plan, the County may, after a duly noticed public hearing, suspend or revoke the Mining Master Plan Permit until such time as the permit holder provides additional or different surety.
9. A list of all required State and Federal permits that must be obtained for the mining operation.