

**Highlands County Engineering Department
Mining Operations Plan Checklist**

Development Name: _____

Date Received: _____

Submitted by: _____

Y E N / S O A		Y E N / S O A	
	<u>Type I Application Documents:</u>		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1. Concurrency Clearance from the County Engineer? 12.12.701 D-1 a	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	g. Central Florida Regional Planning Council, Office of Review Coordination? 12.12.701 E-6
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	2. Archeological Clearance from the Planning Supervisor? 12.12.701 D-1 b	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	h. Highlands County Natural Resources Advisory Committee? 12.12.701 E-7
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	3. Historical Clearance from the Planning Supervisor? 12.12.701 D-1 c		<u>General Requirements:</u>
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	4. Proof of Proper Zoning from the Zoning Supervisor? 12.12.701 D-1 d	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	15. Copy of water management district permit? 12.12.701 F-22
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	5. Proof of Proper Land Use from the Planning Supervisor? 12.12.701 D-1 e	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	16. Copy of Florida Department of Transportation Connection Permit? 12.12.701 F-22
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	6. Boundary Survey signed and sealed by a Professional Land Surveyor? 12.04.101 E	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	17. Permit application for construction within the public right-of- way when connecting to a County road? 12.04.108 A
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7. Copy of Deed to Property? 12.04.101 C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	18. Utility permit application when water or sewer lines are to be placed within the public right-of-way? 12.03.110 I-5 & 12.09.103 B-2
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8. Copy of Access Road Deed or Easement?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	19. Flood Hazard Development Permit application? 12.03.110 H-9
	<u>Type II Application Documents:</u>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	20. A copy of an elevation certificate prepared by a registered engineer or professional land surveyor when in flood zone? 12.03.110 H-10 & 12.04.108 D
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9. Environmental Clearance from Planning Supervisor? 12.12.701 D-2 a	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	21. Fee attached? 12.04.101 H Receipt No. _____ Amount \$ _____
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	10. Land clearing permit from Planning Supervisor? 12.12.701 D-2 a	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	22. Concurrency Clearance review fee? 12.12.701 C Receipt No. _____ Amount \$ _____
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	11. Mining Operation Plan? 12.12.701 D-2 b	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	23. A topographic survey signed and sealed by a professional land surveyor clearly showing the existing grades referenced to NGVD datum? 12.12.701 F-3
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	12. Reclamation Plan? 12.12.701 D-2 c	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	24. Final development order application complete? 12.12.701 I
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	13. Soil Boring Report? 12.12.701 D-2 d		<u>Mining Operations Plan Review:</u>
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	14. Copy of notification letters to:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	25. Nine (9) blue/line or black/line copies submitted? 12.04.102 A-3
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a. U. S. Natural Resources Conservation Service? 12.12.701 E-1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	26. Sheet size 24" X 36" with 1/2" margins, and left binding side with 3" margin? 12.12.701 F
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	b. U. S. Soil Conservation Service? 12.12.701 E-1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	27. Scale: no smaller than 1"=30'? 12.12.701 F
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	c. Florida Department of Environmental Protection, Bureau of Mines? 12.12.701 E-2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	28. North arrow shown? 12.12.701 F-6
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	d. Florida Department of Environmental Protection, Divisions of Water Management and Water Facilities? 12.12.701 E-3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	29. Sheet # and total number of sheets indicated on each sheet? 12.04.102 A-2
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	e. Florida Department of Community Affairs, Division of Resource Planning and Management? 12.12.701 E-4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	30. Each sheet signed and sealed by a registered engineer? 12.12.701 F
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	f. South Florida or Southwest Florida Water Management District? 12.12.701 E-5		

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<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	31. Development name & address? 12.04.102 B-1		54. Setbacks from Natural Surface Water Bodies and Wetlands:
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	32. Date of preparation? 12.04.102 B-2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a. Setback is the lesser of 50' or 40% of the average depth of site from a natural surface water body perpendicularly measured from the SHWL? 12.12.203 A
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	33. Owner's name, address & telephone number? 12.04.102 B-3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	b. Conservation Easement(s) shown? 12.12.203 A
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	34. Engineer's name, address & telephone number? 12.04.102 B-4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	c. A note that "The Conservation Easement line shall be marked and posted prior to the commencement of construction on the site."? 12.12.204 A-7
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	35. Certified Engineering Testing Laboratory's name, address & telephone number? HCTSM Section 2.106 B	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	d. A statement that "Existing topography and vegetation shall be retained within the Conservation Easement." or "Vegetation within the Conservation Easement shall be retained or reestablished if damaged during construction, as appropriate, so as to stabilize soil conditions along the boundary of development, to minimize siltation from eroded soils, and to control stormwater runoff from the developed area."? 12.12.204 A-2
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	36. Metes and bounds description/legal description (property boundaries with line dimensions, bearings and curve data)? 12.12.701 F-2		55. Mine Area Layout Plan:
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	37. Location map? 12.04.102 C-2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a. Describes the type of mining operation and the methods to be used for extracting the site resources? 12.12.701 F-8 a
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	38. STRAP description (reference to section, township and range, including subdivision name, block #s and lot or parcel #s)? 12.04.102 C-1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	b. maps mining activities? 12.12.701 F-8 b
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	39. Area of project in square feet and acres? 12.04.102 C-1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	c. locates any permanent structures or roads at the mining site? 12.12.701 F-8 c
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	40. Existing use on the property? 12.04.102 C-1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	d. establishes methods and locations for waste storage? 12.12.701 F-8 d
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	41. Existing zoning according to the County Zoning Atlas? <u>12.04.102 C-1</u>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	56. Schedule of proposed time and days of weekly mining operations? 12.12.701 F-9
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	42. Permitted land use according to Future Land Use Map? <u>12.04.102 C-1</u>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	57. A schedule of phased mining activities including clearing, excavating and reclamation? 12.12.701 F-10
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	43. Legend explaining symbols, abbreviations, etc.? 12.04.102 C-1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	58. An Impact Mitigation Plan based upon the mining EIR, whenever mitigation measures are required? 12.12.701 F-11
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	44. Water and sewer type including name of service provider(s)? 12.04.107 C-3 b, c	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	59. A Traffic Circulation Plan which addresses the following:
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	45. Bearings, distances and curve data placed on the boundary of the property? 12.04.102 C-2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a. Major access routes to and from the mining site, a description of the type of transport vehicles used (including their gross loaded weights), and a general schedule of transport times? 12.12.701 F-12 a
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	46. Right-of-way lines and easement lines shown with bearings, distances, and curve data? 12.04.102 C-2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	b. Points of access to the proposed excavation? 12.12.701 F-12 b
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	47. Distance of excavation activity from right-of-way lines, easement lines and property lines? 12.12.701 F-5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	c. The proposed haul route and improvements on publicly maintained roads? 12.12.701 F-12 c
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	48. The proposed depth and side slopes of the excavation area, and depth of groundwater on a cross-sectional detail referring to NGVD datum? 12.12.701 F-7	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	d. The design of paved entrances based on all the requirements of Article Five, Section Four, Part B of the Highlands County Land Development Regulations? 12.12.701 F-12 d
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	49. Plan view and cross-sectional view of the excavation project? 12.12.701 F-1		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	50. A benchmark referenced to the National Geodetic Vertical Datum (NGVD)? 12.12.701 F-3		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	51. Existing land use and zoning classification of all abutting property, including names and addresses of the owners? 12.04.102 C-2		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	52. Existing easements and rights-of-way (widths, dimensions, curve data, type, etc.) or a note that there are none? 12.04.102 C-2		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	53. Existing utilities shown or note there are none? 12.12.701		

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- 60. Depiction or description of existing natural and man-made features such as water courses, wetlands, general identification of vegetative communities, streets, utility lines, wells, septic tanks, drain fields, chemical/fuel storage-tanks (surface and subsurface), existing buildings and other physical features within 150 feet of the proposed excavation area's perimeter; if blasting is used, this information shall be provided for an area within a 1/2 mile perimeter of the excavation? 12.12.701 F-13
- 61. The location of soil borings shown in the Soil Boring Report? 12.12.701 F-14
- 62. The proposed method of de-watering and use of retention/settling ponds? 12.12.701 F-15
- 63. Information about all potable water wells or lakes within a radius of 600 feet? 12.12.701 F-16
- 64. Dust control or preventative methods? 12.12.701 F-17
- 65. Detailed erosion control methods such as turbidity screens and/or hay bales, seeding and mulching, and sodding? 12.12.701 F-18
- 66. Location and conservation plan for all wetland areas within 150 feet of the site? 12.12.701 F-19
- 67. The technique that will be used to vegetate littoral zones, if littoral zones are to be included for the excavation? 12.12.701 F-20
- 68. Other specific information requested by the County Engineer due to the uniqueness or complexity of the excavation project? 12.12.701 F-21
- a. _____
- b. _____
- c. _____
- 69. Any information previously submitted to or received from other government agencies that is germane to the mining plan and applicable to satisfying any of the above requirements, or a note that no information has been exchanged with other government agencies. 12.12.701 F-22

Reclamation Plan Review:

- 70. Describes how restructuring, reshaping and/or re-vegetation will be accomplished? 12.12.701 G-1
- 71. Drawn to a minimum scale of 1 inch = 30 feet or as allowed by the County Engineer, and shall contain a North arrow? 12.12.701 G-2
- 72. Shows existing natural and man-made features including, but not limited to, water courses, water bodies, wetlands, general vegetative communities and concentrations, streets, utility lines, wells, septic tanks, drain fields, chemical/fuel storage tanks (surface and subsurface), easements and similar physical features of the site? 12.12.701 G-3

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- 73. Shows all areas to be reclaimed by depicting and/or describing what man-made and natural features will exist when the Reclamation Plan is completed? 12.12.701 G-4
- 74. Depicts at least two typical cross-sections with elevations, generally oriented north to south and east to west, showing water elevations and areas to be filled, backfilled, reconstructed, and/or reshaped? 12.12.701 G-5
- 75. Depicts the area to become a lake? 12.12.701 G-6
- 76. Depicts the fence or wall and vegetative buffer, if proposed, and includes at least one cross-section? 12.12.701 G-7
- 77. Documents the type and location of vegetation to be preserved or planted including, but not limited to, grass(es), tree(s), and shrubs? 12.12.701 G-8
- 78. Notes that all spoil piles and stockpiles of material shall be removed from the site or incorporated into the reclamation plan when the excavation and reclamation plan is complete? 12.12.701 G-9
- 79. Documents methods to control erosion? 12.12.701 G-10
- 80. Notes that the Reclamation Plan is consistent with the requirements of applicable sections of Chapter 16C, F.A.C., depending on the type of proposed mining? 12.12.701 G-11

Reclamation Surety Deposit:

- 81. Road maintenance agreement and reclamation surety submitted where the mining operation will utilize a public road for a primary haul route? 12.12.702 B

Soil Boring Report:

- 82. Soil Boring Report with a minimum of 2 borings per excavation or 1 boring per 10 acres of excavation area, whichever is greater, signed and sealed by a Professional Engineer or Geologist registered in the State of Florida provided? 12.12.701 H
- 83. Excavation no deeper than 2 feet above the confining layer as determined and certified by a Professional Engineer or Geologist registered in the State of Florida? 12.12.701 H

Setbacks and Buffers:

- 84. Mining excavation set back 1) a distance of 50 feet from any property line; or 2) 150 feet from any existing dwelling under separate ownership? 12.12.707 A-1
- 85. Buffering requirements of Article Six, Section Six, Part D of the LDRs satisfied by one of the following?
 - a. Other than residential use: a 5 strand barbed wire or 6 feet high solid fence; or 12.12.701 A-2
 - b. Residential use: a 6 feet high solid fence with landscaping placed on the outside of the fence with the fence and landscaping being located no further than 50 feet from the adjacent property which is to be buffered. 12.12.701 A-2

