



**Department of Economic and Development Services  
Planning & Zoning Division**

P.O. Box 1366, Green Cove Springs, FL 32043  
Phone: (904) 284-6300  
[www.claycountygov.com](http://www.claycountygov.com)



**Borrow Pit Application**

| Official Use Only |      |       |           |
|-------------------|------|-------|-----------|
| IMS#:             | OT#: | Zone: | Date Rec: |

| Applicant/Parcel Information |              |
|------------------------------|--------------|
| Owner Name:                  |              |
| Parcel ID:                   | Total Acres: |
| Address:                     |              |
| Email:                       | Phone:       |

| Required Attachments (Please Check)   |
|---|
| <p>Construction Plan Set (meeting the requirements of Sec. 3-5(1)) (3 copies)</p> <p>Maps, including Vicinity and Vegetative Cover</p> <p>Copies of USACE, FL DEP, FDOT and SJRWMD permits or Agency documentation indicating that a permit is not required.</p> <p>Road Maintenance Agreement (if access from a roadway other than an Arterial, Major or Minor Collector).</p> <p>Statement of the intended use of the land following the borrow pit activity and how the land will be transitioned to such use.</p> <p>Fee (\$100.00 per Pond acre)</p> |

**Owners Affidavit**

I hereby affirm the following:

1. The Borrow Pit shall not encroach into or be located in a jurisdictional wetland area as defined by the Army Corps of Engineers, Florida Department of Environmental Protection or the St. Johns River Water Management District (hereafter called Agencies). I understand that it is my responsibility to contact these agencies to insure compliance with their rules and regulations.
2. The Borrow Pit shall be operated in full compliance with the NPDES Construction Generic Permit (CGP) throughout the operational period of the County's permit.
3. The Borrow Pit may only comprise 25% of the property without Board approval.
4. The Borrow Pit shall be located so that no one point of the edge shall be closer than 75 feet to any part of the underground and/or above ground, septic tank system.

5. The edge of the Borrow Pit shall be located at all points at least 30 feet or the horizontal distance of a 2 to 1 slope from natural ground to the proposed bottom of the borrow pit, whichever is greater, to any right-of-way, easement, access point or property line.
6. In no event shall a Borrow Pit exceed the maximum depth fixed by the permit.
7. Prior to Excavation, the Applicant shall cause to be constructed and maintained on the land to contain the Borrow Pit a substantial fence which encloses the borrow pit and includes locking gates not less than 6 feet in height at all points of access to the Borrow Pit. Durable warning signs shall be posted thereon not more than 200 feet apart bearing the words DANGER and NO TRESPASSING in letters not less than 6 inches in height, which shall be maintained by the Applicant so as to be clearly legible. The Applicant shall cause the fence to be maintained for the entire existence of the Borrow Pit.
8. Excavation shall be performed in a manner that the sides of the pit shall slope at no greater than a 2 to 1 slope from the surrounding ground surface, throughout the Borrow Pit, and where the Borrow Pit will be filled with water, it shall then slope no greater than a 4 to 1 slope from the water's edge to a depth of 8 feet and not greater than a 2 to 1 slope thereafter.
9. The construction entrance to the Borrow Pit site shall have a driveway per County standards, a washdown pit, and a rock tracking bed, at a minimum, to prevent tracking of materials onto the County's roadways. A construction entrance onto a paved roadway shall additionally require a paved driveway composed of asphaltic concrete or millings, as shown in Exhibits 1-3. A repeat violation of maintaining the construction entrance can result in the permit being revoked.
10. Excavation may not include any type of processing, manufacturing or other activity that converts the natural earth materials into a product.
11. Borrow Pits are limited in operation from 5:00 a.m. to 6:00 p.m. Monday through Friday and 8:00 a.m. to 6:00 p.m. on Saturday. Operation outside of these hours is permitted with written documentation of emergency need.
12. A permit for a Borrow Pit will provide for Excavation for a five-year period, renewable upon request. The permit fee and all inspection fees are required prior to the issuance of the permit and any renewal.
13. The County Engineer, or his or her designee, shall conduct annual inspections to monitor compliance with the County's permit, the Applicant's NPDES permit, and other County requirements.
14. Following completion of the Borrow Pit Activity, a Registered Professional Engineer shall submit As-Builts to the County Engineer.
15. That I hold Clay County harmless from any actions resulting from the installation, construction or completion of the Borrow Pit and that I understand that Clay County is in no way responsible for any environmental permitting and any issues arising from noncompliance with other agency regulation shall in no way be deemed the responsibility of Clay County.
16. If the Borrow Pit is not built in compliance with Clay County regulations that Code Enforcement action will be taken and it is my responsibility to come into compliance at my own expense.
17. I am the fee simple owner of the property described within this application.

By signing this application, I am granting Clay County the right to traverse across my property for sole purpose of evaluating and ensuring compliance with this application and Section 20.3-5 of the Clay County Code.

\_\_\_\_\_  
Owner Signature:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Print Name:

STATE OF FLORIDA

COUNTY OF CLAY

The foregoing affidavit was sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_  
(month), \_\_\_\_\_ (year) by \_\_\_\_\_, who is personally  
known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Signature

SEAL