



MELBOURNE-TILLMAN WATER CONTROL DISTRICT

5990 Minton Road, Palm Bay, Florida 32907

321-723-7233

Fax 321-725-5933

To MTWCD Permit Applicant:

Melbourne-Tillman Water Control District requirements for processing the Application for permit (Form MT-1) are as follows:

- ❖ Completion of Application for Permit, – signed and notarized
- ❖ Submittal of Design Drawings and Stormwater Calculations with detail of all works for which permits are requested. (2 copies and one electronic media copy, along with a signed and sealed boundary survey of the site for which permit is requested).
Works is defined to include, but not limited to, all water management facilities, lakes, canals, outfall structures, culverts, and District rights-of-way.

All topography MUST BE to 1988 NAVD (or 1929 NGVD with the conversion factor to 1988 NAVD).

* Peak allowable discharge is limited to mean annual 24-hr = .05 cfs/ac and
25-yr 24-hr = .08 cfs/ac.

(Not applicable for Temporary Access Use Permits)

- ❖ Submission of Permit Fee in accordance with the Permit Fees as listed on the Application for Permit. (Please make check payable to the “Melbourne-Tillman Water Control District”)

(Not applicable for Temporary Access Use Permits)

The following conditions are applicable to all permits and will be adhered to by Melbourne-Tillman Water Control District. (Temporary Access Usage Permits are only applicable to conditions 1, 2, and 3).

1. Permit fees shall be doubled if improvements are started without a permit.
2. A forty-eight (48) hour notice shall be given prior to required inspections.
3. Notice of Completion is required for all permits, and must be approved by MTWCD.
4. Improvements installed within MTWCD rights-of-way shall not be backfilled prior to inspection or a re-inspection fee will be charged and the work will have to be excavated for inspection.

5. Record drawings are required to be submitted to MTWCD prior to approval of the Notice of Completion. All stormwater outfalls must remain plugged until the Applicant/Owner receives a Notice of Completion from MTWCD. An approved notice of completion will only be issued once all work is determined to be in compliance with the MTWCD permit.
6. The use of canal water for installing underground borings or any other construction activity is prohibited.
7. Stormwater flows are restricted to .08 cfs/acre for the 25-yr 24-hr storm event and .05 cfs/acre for the Mean Annual storm event. These rates are consistent with the average flow rates that were used in the original design for the MTWCD canal system.
8. All de-watering operations that require a direct discharge point into an MTWCD canal will require a Standard De-Watering Permit form MTWCD prior to being placed into service.
9. In the event de-watering operations are commenced without a validly issued MTWCD Standard De-Watering Permit:
 - ❖ MTWCD will require immediate cessation of all discharges into the MTWCD canal and the immediate removal of the source of the discharge from the MTWCD rights of way.
 - ❖ The property owner will be required to obtain a Corrective Action De-Watering Permit and all work in the MTWCD, permitted or not, will not be allowed until the Corrective Action De-Watering Permit is issued.
10. All Government Agencies, with reciprocal agreements, are exempt from paying any permitting fees.
11. Modifications to existing permits shall be reviewed in the same manner and shall be subject to the same permit fee schedule as original permit application.

The District's objectives are to maintain or improve flood protection levels, both upstream and downstream of your project site; to minimize the erosion and sedimentation hazard, both during and after construction; and to minimize the impact on District access to the canal right-of-way. Please do not hesitate to contact me if you have any questions.

Sincerely,
MELBOURNE-TILLMAN WATER CONTROL DISTRICT

Debbie Leclair
District Manager

*The mean annual and 25-yr discharge rates are based on the maximum flows modeled for the C-1 Canal. [CIRCA 1996] and are considered to be the pre-existing peak rates of flow allowable for the MTWCD. They are also consistent with the peak rates that were used in the original design of the canal system in the 1920's.