

## Joint Coastal Permit Application Processing

**INTRODUCTION:** The Beaches, Inlets and Ports Program processes Joint Coastal Permit (JCP) applications in accordance with Chapter [161](#) and [Part IV of Chapter 373](#), Florida Statutes (F.S.) and Rules [62B-41](#), [62B-49](#) and [62-330](#), Florida Administrative Code (F.A.C.). A JCP is required for activities located along natural sandy beaches facing the Atlantic Ocean, the Gulf of Mexico, and the Straits of Florida or associated inlets, and that meet **all** of the following criteria:

- Located on or extend onto state-owned sovereign submerged lands;
- Extend seaward of the mean high water line; and
- Are likely to have a material physical effect on existing coastal conditions or natural shore and inlet processes.

Examples of activities that may require a JCP include beach restoration and nourishment, construction of erosion control structures such as groins and breakwaters, construction of fishing piers, maintenance of inlets, and dredging of navigation channels that include placement of dredged material on the beach.

In addition, activities on or using state-owned sovereign submerged lands also require applicable proprietary authorizations including Letter of Consent, Leases and Easements in accordance with Chapters [253](#) and [258](#), F.S., and Rules [18-20](#) and [18-21](#), F.A.C. Information needed to process the applicable proprietary authorization is outlined in the JCP application form.

The Beaches, Inlets and Ports Program operates **in addition** to the federal program that regulates activities in waters of the United States. A Joint Application for a JCP is used with the U.S. Army Corps of Engineers (Corps). JCP applications are initially received by DEP, who then forwards your JCP application to the Corps. The Corps will advise you of any additional information that may be required to complete the federal dredge and fill portion of the permit application.

### **WHO CAN I CONTACT TO FIND OUT MORE ABOUT THE JCP APPLICATION PROCESS?**

Contact a Permit Processor: <http://www.dep.state.fl.us/beaches/programs/envpermt.htm>  
Phone: (850) 414-7731  
Email: [BIPP@dep.state.fl.us](mailto:BIPP@dep.state.fl.us)

### **DESCRIPTION OF FORMS:**

#### **JCP Permitting Forms**

[DEP Form 73-500: Joint Application for a Joint Coastal Permit, Authorization to Use Sovereign Submerged Lands and a Federal Dredge and Fill Permit](#) – Application for an activity that requires a Joint Coastal Permit, proprietary authorization to use sovereign submerged lands, and a Federal Dredge and Fill Permit.

[Professional Sketch Requirements Package](#) – This package provides guidance and procedures for the professional sketch and legal description required for an activity located on sovereignty submerged lands that requires a public easement. This [checklist](#) should be used when preparing a sketch and easement area description.

#### **JCP Post Permit Issuance / Compliance Forms**

[Construction Commencement Notice](#) – Used by the Permittee to notify the Department of the construction commencement date.

[Transfer of Permit](#) – Used by the Permittee and the Proposed Permittee to notify the Department after any transfer of ownership or control of the real property where the permitted activity is located.

**HOW TO APPLY FOR A JCP:**

Please refer to the [JCP Electronic Document Submission Instructions](#).