

DEP INFORMATION PORTAL STEP BY STEP GUIDE

<http://webapps.dep.state.fl.us/DepNexus/public/search-portal>

The screenshot shows the DEP Information Portal search interface. At the top, there is a blue header with the DEP logo on the left, the text "DEP INFORMATION PORTAL" in the center, and the "Nexus" logo with "Florida Department of Environmental Protection" on the right. Below the header, the section is titled "Facility and Document Search:". Under "Facility/Site Search", there is a prompt "Enter at least one search criterion below to access facility-related information and documents." followed by input fields for "Facility/Site ID:", "Facility Name:", "Facility Address:", "City:", "Regulatory District:" (with a dropdown arrow), and "County:" (with a dropdown arrow). To the right of these fields is a "Sort Order" section with a list: "1. Facility/Site ID", "2. Facility Name", "3. Facility Address", and a "Change Order" button. Below the input fields are three radio buttons: "Show All" (selected), "Facilities Without Documents", and "Facilities With Documents". At the bottom left of this section are "Submit" and "Clear All" buttons. Below this is the "Document Search" section with a prompt "Enter at least one search criterion to generate a list of documents." It includes a "Division:" section with checkboxes for "Air", "Water", and "Waste", and a "Document Type:" section with a text input field and a "Taxonomy" link. There are also "Document Date:" and "Date Received:" sections, each with "From:" and "To:" input fields. A "Document Subject:" section has a text input field. To the right of these fields is another "Sort Order" section with a list: "1. Document Date", "2. Document Type", "3. Document Subject".

1. Open up the DEP Information Portal website
2. Decide how you will be searching: Facility Site ID#, Facility Name, Facility Address
 - a. If using an ID#, you can type it into the box next to "Facility/Site ID"
 - b. If using a Name, you can type it into the box next to "Facility Name"
 - c. If using an Address, **do not** include N,W,E,S or Street, Avenue, Road, etc. but use wildcards in their place next to "Facility Address"
Example: 4000 North Forsyth Road would be 4000%forsyth%
3. Click on the little arrow next to "Regulatory District", which will open a drop down menu, where you will select "Central District" from the options.



DEP INFORMATION

Facility and Document Search:

Facility/Site Search

Enter at least one search criterion below to access facility-related information and documents.

Facility/Site ID:

Facility Name:

Facility Address:

City:

Regulatory District:

County:

☒ Show All ☐ Facilities Without Documents ☐ Facilities With Documents

Submit

Clear All

Document Search

This is how a search for 4000 N Forsyth Rd would look.

Note: Due to inconsistencies in spelling and format, we don't always include the cities in our address searches. For example: DeLand will sometimes be entered as Deland or De Land.

4. Click on the Submit button to search for your criteria.
 - a. A list will pop up with various information from one or more programs.
 - b. Or a message that says "There are no facilities that meet your criteria" will pop up (at this point, you could check Map Direct, which might provide some additional information)

Facilities Search Results

Criteria selected:

Address = 4000%forsyth%
 District = CD
 Searching For = Search all facilities

For additional information, select the hyperlinks under "Data Links" where available.

- D - Provides a list of electronic documents associated with the facility.
- F - Provides a facility summary report.
- P - Provides facility-related permit information.
- M - Provides a GIS map focused on the facility.
- Q - Provides a contact for user questions and quality control.

Records on this page = 4 of 4

Your search returned these facilities:

Facility/Site Id	Facility Name	District	County	Address	City	Program	Facility Type	Data Links
FLG110401	PREFERRED MATERIALS-GOLDENROD CONCRETE BATCH PLANT	CD	ORANGE	4000 Forsyth Rd	WINTER PARK	WW	WW	D F P M Q
AIR_0950013	WINTER PARK	CD	ORANGE	4000 FORSYTH RD	WINTER PARK	AIR	AIR	D F P M Q
9800480	CEMEX INC - FORSYTHE RD-MIN ACID TANK	CD	ORANGE	4000 FORSYTHE RD	WINTER PARK	TK	TK	D F M Q
8521396	PREFERRED MATERIALS INC - WINTER PARK	CD	ORANGE	4000 FORSYTH RD	WINTER PARK	TK	TK	D F M Q

Disclaimer: The Florida Department of Environmental Protection (FDEP) has made a reasonable effort to ensure that the information provided is up-to-date and comprehensive but cannot guarantee the accuracy or completeness of the data. Any specific, missing information may be obtained by a file review for the particular facility at the appropriate District office.

This is the search results for 4000 N Forsyth.

5. If you have information that comes up, you will see facility information: facility site ID#, facility name, district, county, address, city, program, facility type, and then some blue letters.
 - a. *Not all results will be for your property! Be sure to check the facility name, address, and city to determine if the results are what you are looking for.*
6. Portal explains those blue letters right above your search results:
 - D – Provides a list of electronic documents associated with the facility
 - F – Provides a facility summary report
 - P – Provides facility-related permit information
 - M – Provides a GIS map focused on the facility
 - Q – Provides a contact for user questions and quality control
7. If a D is next to your facility, then that means there are documents available for viewing. Click on that D to see what documents are available.



DEP INFORMATION PORTAL

Nexus

Florida Department of Environmental Protection

Criteria selected:

Facility ID = FLG110401

Facility Details:

Program = WW

Facility Name = PREFERRED MATERIALS-GOLDENROD CONCRETE BATCH PLANT

Address = 4000 Forsyth Rd

City = WINTER PARK

District/County = CD / ORANGE

Records on this page = 18 of 18

Your search returned these documents available online from DEP's unrestricted EDMS catalogs:

Click on the **View** link below to open a specific document.

[Export CSV Data](#)

Document Date	Document Type	Document Subject	Permit / Application Number	File Type and Size	View
08-16-2016	PERMIT - FINAL	PREFERRED MATERIAL GOLDENROD CBP FLG110401-005 PERMIT	FLG1104010051WCB / FLG110401005	.pdf - 317.6 KB	▶
06-06-2016	PERMIT APPLICATION RELATED	PERFERRED MATERIALS-GOLDENROD CBP FLG110401-005 PACKAGE	/ FLG110401005	.pdf - 474.9 KB	▶
01-06-2016	PERMIT - EXPIRED RELATED	FLG110401 PREFERRED MATERIALS GOLDENROD CBP EXPIRING PERMIT LETTER	/	.pdf - 90.7 KB	▶
03-22-2012	INSPECTION RELATED	2012 03 22 CL FOR CEI 031912	/	.pdf - 215.4 KB	▶
03-19-2012	INSPECTION RELATED	2012 03 19 CEI	/	SUPP	▶
01-19-2012	PERMIT - FINAL	FLG110401 2012-02-08 PE CERTIFICATION	/	.pdf - 142.9 KB	▶
01-19-2012	PERMIT - FINAL	FLG110401-004 2012_01_19 NOTICE OF COVERAGE AND ASSOCIATED DOCUMENTS	/	.pdf - 457.9 KB	▶
01-04-2012	PERMIT - DRAFT RELATED	FLG110401-004 2012_01_04 EM TO PE WITH NOTICE OF APP COMPLETE	/	.pdf - 129.3 KB	▶
12-08-2011	PERMIT APPLICATION RELATED	FLG110401-004 2011_12_22 SITE PLAN DRAWING WITH CROSS SECTIONS	/	.pdf - 5.0 MB	▶
12-08-2011	PERMIT APPLICATION RELATED	FLG110401-004 2011_12_22 APPLICATION PAKAGE WITH ENG RPT	/	.pdf - 17.4 MB	▶
07-21-2011	INSPECTION RELATED	2011 07 21 NCL FOR CEI 062811	/	.pdf - 205.9 KB	▶
07-12-2011	PERMIT - EXPIRED RELATED	2011 07 12 XPL	/	.pdf - 101.5 KB	▶
06-17-2010	OUTGOING CORRESPONDENCE	FLG110401 PREFERRED MATERIALS-GOLDENROD CONCRETE BATCH PLANT CL AND INSPECTION	/	.pdf - 148.8 KB	▶
09-03-2009	OUTGOING CORRESPONDENCE	FLG110401 PREFERRED MATERIALS-GOLDENROD CONCRETE BATCH PLANT CL AND INSPECTION	/	.pdf - 46.2 KB	▶
01-24-2008	OUTGOING CORRESPONDENCE	FLG110401 PREFERRED MATERIALS-GOLDENROD CONCRETE BATCH PLANT CL AND INSPECTION	/	.pdf - 161.7 KB	▶
03-15-2007	PERMIT APPLICATION RELATED	FLG110401-002 & 003 PERMITTING & SUPPORT	/	.pdf - 6.9 MB	▶
11-21-2000	INCOMING CORRESPONDENCE	FLG110401 PREFERRED MATERIALS-GOLDENROD CONCRETE BATCH PLANT COMPLIANCE FILES 2000-2002	/	.pdf - 410.0 KB	▶

These are the documents associated with one program for 4000 N Forsyth

8. This will open a new window with your document options. At the very top, you will see the Facility Details, such as program, address, facility ID, etc. Below that, it will state how many results are listed.
9. Once you locate a document that you want to open (you can see the document date, type, and subject), click on the red arrow on the far right in that row.
10. You will then have the option of viewing or saving the document.
11. These documents are all available in OCULUS as well.