Natural Features Inventory

Department of Growth and Environmental Management
Environmental Compliance
435 North Macomb Street, 2nd Floor, Renaissance Center
Tallahassee, Florida 32301
(850) 606-1300 Fax (850) 606-1301

Please check the appropriate fee category: ☐ NFI: $1,584 base fee plus $28 per acre over 5 acres
☐ NFI with Floodplain: $2,064 base fee plus $29 per acre over 5 acres

Attachments:

☐ Narrative
☐ Natural Features Map
☐ Copy of Signed and Sealed Boundary Survey
☐ Digital File of Boundary Survey
☐ Digital File(s) of Surveyed Conservation and Preservation Features
☐ Affidavit of Ownership and Affidavit of Authorized Agent Form

Property/Project Information:

Project Name:_____ Total Acreage of Project Site:_____

Parcel Tax ID # (s):_____

Development Site Address (or location):_____

Ownership Information:

Owner:_____ Telephone #: (____)_____

Mailing Address: _____ Email:_____
Street Address City State Zip

Email:_____ Telephone #: (____)_____

Consultant Information:

Firm:_____ Telephone #: (____)_____

Mailing Address: _____

Consultant Contact:_____ Telephone #: (____)_____ FAX: (____)_____

Feature Information: Check the items below which exist on site and describe in your narrative. Include the name of the closed basin or special development zone:

☐ Native Forest
☐ High Quality Successional
☐ Significant Grades (10 to 20%)
☐ Severe Grades (over 20%)
☐ Listed Species and its Habitat
☐ Archaeological or Historical Sites
☐ Floodplain
☐ Wetlands
☐ Watercourses
☐ Tributary (receives >120 acres)
☐ Waterbodies (normal high water)
☐ Special Development Zone:_____
☐ Protected Trees (trees in the lot perimeter zone ≥4"DBH; dogwoods ≥4"DBH; all other trees ≥18"DBH)
☐ Karst Features
☐ Canopy Road
☐ Wells (Monitor or Supply)
☐ Closed Basin(s):_____

Has a Cultural Resource Assessment been performed? ☐ Provide copy of DHR review or results from preliminary survey.

Drainage Basin: ☐ Lake Jackson ☐ Lake Lafayette ☐ Lake Munson ☐ Lake Iamonia ☐ Fred George ☐ Other

Watershed :_____ Predominant Soil Type(s):_____

Provide the following statistics for the Natural Features identified on your site. Continue on a separate sheet if needed.

Natural Feature	Acres or Sq. Ft.	% of Site

In some instances, the boundaries of Natural Features may overlap. For example, 4 acres of significant slopes and 6 acres of severe slope may occur within a 24 acre Native Forest.

CHECKLIST

In order for an application to be eligible for review, the following materials should be provided:
Verification: Mark boxes with an "X" for items provided or label "N/P" if feature is not present.

☐ 1. **This completed application form and checklist**.

☐ 2. **Application Fee.**

☐ 3. **A copy of the signed and sealed boundary survey** which accurately depicts the existing subject parcel(s)**.**

☐ 4. **Executed Affidavit of Ownership and Designation of Agent form(s).**

☐ 5. **A narrative and landcover map [FNAI's Guide to the Natural Communities of Florida or FDOT's Florida Land Use, Cover and Forms Classification System (FLUCCS)]:** Describe the natural features, vegetation, wildlife and any other environmental characteristics of the site. Include any information about past activities that may have contributed to the present day conditions. Provide a map which classifies the vegetation associations found on site in accordance with the FNAI's Guide to the Natural Communities of Florida or FLUCCS (Level III mapping). List all invasive exotic plants that occur on-site (refer to Leon County's List of Invasive Exotic Plants).

☐ 6. **On-Site reference information:** Provide on-site property boundary corner stakes, wetland boundary flags, other environmental constraint boundary flags, survey points, numbered trees, etc. Use highly visible surveyor's tape to delineate features and have each flag uniquely labeled for the feature being identified.

☐ 7. **A Contour Map**, at an appropriate engineering scale (typically 1"=20' or 1"=30') and contour interval (typically 2'). The latest available contour elevation data from the Tallahassee-Leon County (TLC) GIS Department may be used.

☐ 8. **Aerial photo:** Provide a recent aerial photo of the site with the property boundaries shown.

☐ 9. **Digital Files:** Provide digital files of the property boundary survey and environmental features, delivered in state plane coordinates with grid to ground conversion. GPS data can be submitted in Lat-Long or state plane. Examples of file formats are CAD (.DWG, DXF) or ESRI's shape (.shp). For GPS data, it is recommended that metadata be included which identifies the average PDOP (Percent Dilution of Precision) and correction method used for the features [i.e. SBAS (Satellite Based Augmentation System), Post-processed, etc.]. Note: Under certain conditions, GPS derived data may not be suitable/accurate for the purpose of the NFI; a standard survey may be required.

☐ 10. **A Natural Features Map:** Provide a hard copy map of the surveyed boundaries (except where stated otherwise) of the following features:

☐ (a) **Property boundaries and other on site location information from 6, above**.

☐ (b) **Native Forest or High Quality Successional Forest** (refer to Leon County's Natural Plant Community Criteria).

☐ (c) **Waterbodies, Watercourses, Wetlands, Tributaries** (watercourses with > than 120 acres of drainage area).

☐ (d) **100 Year Floodplain**: **The 100 year** base flood elevation should be determined as follows (TLCGIS contour data may be used for mapping): 1. **Under no circumstances can a base flood elevation be accepted which is lower than that specified in the latest FEMA study.** 2. For sites within a 100 year floodplain, as defined by the EMA, where a FEMA base flood elevation was not provided, the applicant should either: a.) Use the best available data from the inventory of drainage studies to determine the base flood elevation. Available studies may include, but are not limited to, the USGS-91 study, a local government approved drainage study, or a private engineering study. b.) Use the certified results of a drainage study performed by a professional engineer.

☐ (e) **Grades/Slopes**: The TLCGIS data may be used (differentiate between slope categories by shading, cross hatching, etc.).
(1) Significant grades 10-20% slopes
(2) Severe grades >20% slopes

☐ (f) **Soil series** as indicated in the Soil Survey of Leon County (no survey required – existing survey/data can be obtained from the Natural Resource Conservaton Service).

☐ (g) **Karst features**: Discuss the method of detection in narrative and indicate if they are active or inactive.

☐ (h) **Wells or areas susceptible to groundwater contamination**:

☐ (1) Wells (water supply or monitoring) located on or just off site.

☐ (2) Areas where aquifer is susceptible to contamination, or is known to be contaminated.

☐ (i) **Tree Tags**: Any tree with a DBH of 18" or greater, any dogwood with a DBH of 4" or greater, and any tree 4" DBH or greater located in the lot perimeter zone. On sites with dense vegetation or numerous trees, tagging and numbering of some **protected trees** should be provided for on site orientation. Numbers should correspond to trees noted on the contour map. **Consult with Review staff before undertaking extensive tree tagging or surveying.**

☐ (j) **Endangered, Threatened, & Species of Special Concern:** Identify the location of any known threatened, endangered or species of special concern and its habitat. Identify specific species surveyed for, and describe survey methods used. Provide information for assessing species population and habitat [refer to Section 10-4.202(a)(1)a].

☐ (k) **Canopy Road Protection Zone**.

☐ (l) **Special Development Zone**. The surveyed location(s) is not required; however, the zones must be mapped to follow the correct contour elevation.

☐ (m) **Cultural Resource Assessment**: See the attached sheet for minimum documentation to be sent to the State of Florida, Bureau of Historic Preservation, Compliance Review Section, to determine whether there is known or potential significant cultural resources on site. Their office is located in the R. A. Gray Building, and mailing address is 500 South Bronough Street, Tallahassee, FL 32399-0250, Telephone (850) 487-2333.

☐ 11. **Adjacent natural features:** Provide a map which generally identifies the location of any environmentally sensitive features within at least 200 feet of the NFI limits and any other downstream environmental constraints as approved by the County Administrator or designee.