

**ST. JOHNS RIVER WATER MANAGEMENT DISTRICT  
CHECKLIST FOR APPLICANTS SUBMITTING INDIVIDUAL OR GENERAL ERP  
APPLICATIONS WITH WETLAND CONCERNS**

(All of the listed items may not be necessary. In addition, this list may not be all inclusive.)

**Fee**

- ☐ Fee

**Operation and Maintenance Documents**

- ☐ Articles of Incorporation with standard District language  
☐ Declaration of Covenants and Restrictions with standard District language

**Conservation Easement Language (CE)**

- ☐ CE Language in the Declarations (for projects that will be subdivided, 2-page document titled Article--Conservation Easement Areas.)  
☐ Deed of Conservation Easement and Joinder (for projects that will not be subdivided, 6-page document titled Deed of Conservation Easement)  
☐ Preliminary Plat with conservation easement areas labeled  
☐ Legal description of conservation easement area with CE document

**Existing Wetland**

- ☐ Entire project acreage  
☐ Existing wetland acreage  
☐ Narrative of vegetative composition and condition of wetlands  
☐ Impact wetland acreage  
☐ Type of wetland impact (roads, lots, ponds, etc.)  
☐ Preserved wetland acreage  
☐ Upland buffer acreage  
☐ Wetland jurisdiction line clearly shown on master drainage plan.  
☐ Wetland line approved by District? Provide staff name and date.  
☐ Wetland impact area hatched  
☐ Elevations within existing wetland shown  
☐ Wet season water level shown  
☐ Pre-Post development drainage boundaries shown for wetlands  
☐ Pre-Post runoff volumes discharging to wetland(use methodology and wet season rainfall data found in the District's wet detention design memorandum to calculate the wet season runoff volumes.)  
☐ Upland buffers clearly shown as preserved (must be included in conservation easement area)  
☐ Average or specific buffer width shown  
☐ Turbidity/erosion controls shown on plans  
☐ Blue-line aerial with project area delineated

## Mitigation Proposals

Wetland to be affected by the system:

- ☐ Description of the type and function of the wetland being altered including area, vegetative community and hydrologic regime.
- ☐ List of all species designated as endangered or threatened which utilize the wetland
- ☐ Topographic information and soils classification for the existing wetland.
- ☐ Description of the proposed system and its impact on the wetland, e.g., areal extent of fill or excavation or change in hydroperiod or drainage practices.

Wetland to be created or enhanced (all information in section 12.3.3.2 A.H. must in submitted):

- ☐ Acreage
- ☐ Area and location
- ☐ Species to be planted (list by scientific name)
- ☐ Plant density
- ☐ Source of plants or muck (soil)
- ☐ Proposed hydroperiod
- ☐ Effects on local and regional ecology and wildlife diversity
- ☐ Monitoring and maintenance methods
- ☐ Construction methodology/phasing for creation/enhancement proposal
- ☐ Soil borings in location of proposed created wetland with lithologic logs
- ☐ Proposed wet season water levels for created/enhanced wetland
- ☐ Plan view of mitigation area with cross sections
- ☐ Elevations of mitigation area and grade changes
- ☐ Staff gauge shown in created wetland
- ☐ Show construction access to mitigation areas.
- ☐ If upland buffer will be disturbed to access mitigation area, provide restoration plan to revegetate and monitor the disturbed upland buffer.
- ☐ Detailed cost estimate (for mitigation proposals only)
  - Include (at a minimum) the following costs:
    - Land purchase (if off site)
    - Clearing
    - Hauling debris off site or burning on site
    - Excavation
    - Surveying associated with creating wetland (laying out location, asbuilt)
    - Planting
    - Monitoring
    - Maintenance
    - Consultant's fees
    - Information listed in section 12.3.7.7 of the Applicant's Handbook.

## Miscellaneous

- ☐ Docks proposed in preserved/created/enhanced wetland? State so.
- ☐ Are additional phases proposed (i.e., not included in this application)? State so.
- ☐ Ingress/Egress easements to mitigation area(s) shown on plans.
- ☐ Date and location of pre-application meetings and attendees.