

ENVIRONMENTAL IMPACT ANALYSIS APPLICATION FORM & CHECKLIST

In general, the Environmental Impact Analysis (EIA) is submitted at the same time as the Site Plan or Subdivision application. Projects that do not require site plan approval must apply for the EIA by submitting it directly to the Growth Management Department. The EIA must address each of the conservation or preservation areas identified on or adjacent to the site during the Natural Features Inventory (NFI). Please remember that the EIA will not be accepted unless an NFI has been approved or conditionally approved by the Growth Management Department.

Project Information

Project Name: _____

Total Acreage of Property: _____ Acreage of EIA Project Boundary: _____

Parcel Tax ID # (s): _____

Site Address or Location: _____

Does the site contain 100-year floodplain? ☐ Yes ☐ No 100-yr floodplain elevation: _____ 25-yr floodplain elevation: _____

Drainage Basin: ☐ Lake Jackson ☐ Lake Lafayette ☐ Lake Munson ☐ Other: _____

Closed Basin(s): _____ ☐ N/A

100-year storm event flood exclusion elevation (as applicable to closed basin): _____

Endangered, Threatened, or Species of Special Concern present: _____

Special Development Zone: ☐ Lake Jackson ☐ Lake Lafayette ☐ Fred George Basin
☐ Lake Iamonia ☐ Bradford Brook Chain-of-Lakes ☐ N/A

Canopy Road Protection Zone: ☐ Centerville ☐ St. Augustine ☐ Miccosukee
☐ Meridian ☐ Old Bainbridge ☐ N/A

Are regulated grades¹ present within the project boundary? _____

¹ Natural grades within 100' of wetlands, waterbodies, watercourses, floodways, floodplains, karst features, or special development zones.

Significant Grades (10 to 20%) Total Sq. Ft.: _____ Impacted Sq. Ft.: _____ Preserved Sq. Ft.: _____

Severe Grades (over 20%) Total Sq. Ft.: _____ Impacted Sq. Ft.: _____ Preserved Sq. Ft.: _____

Provide Site ID for known archaeological or historical sites² which are listed or recommended eligible for NRHP listing: _____

² Significant archaeological and historical sites are preservation areas regulated per TLDC 5-81(1)e.

Will the proposed project result in an adverse effect to the site(s) listed above? ☐ Yes, proposed mitigation is detailed in this submittal ☐ No

Conservation and Preservation Areas

Indicate the existing, impacted, and preserved square footage of each applicable feature below to demonstrate compliance with the conservation and preservation area development standards detailed in TLDC Sec. 5-81.

Preservation Areas	Total Sq. Ft.	Impacted Sq. Ft.	Preserved Sq. Ft.
Unaltered Wetlands			
Unaltered Waterbodies			
Unaltered Watercourses			
Unaltered 100-year Floodplain			
Floodway			
Native Forest			
Listed Species Habitat			

Conservation Areas	Total Sq. Ft.	Impacted Sq. Ft.	Preserved Sq. Ft.
Altered Wetlands			
Altered Waterbodies			
Altered Watercourses			
Altered 100-year Floodplain			
Karst Features			
High Quality Successional Forest			
Canopy Road Protection Zone			
Special Development Zone A			
Special Development Zone B			

EIA Application Checklist

Mark with an "X" to indicate items 1 through 6 have been addressed.

- ___ 1. This completed **Application Form**, including checklist.
- ___ 2. Executed **Affidavit of Ownership and Designation of Agent form(s)**.
- ___ 3. **EIA Narrative**. The EIA narrative includes three components applicable to all applications. Additional supporting information may be required depending on the project scope and features present.
 - a) **Narrative Statement** which summarizes the scope of the proposed project and any relevant details.
 - b) **Impact Analysis** which describes and quantifies the project's impact from the proposed development activities on the natural features identified in the Natural Features Inventory (NFI). This section must discuss and quantify how the project has complied with the development standards and guidelines detailed in the Tallahassee Land Development Code (TLDC).
 - c) **Mitigation Narrative** which describes and quantifies the measures taken to prevent or mitigate the adverse effects of the proposed development on the conservation and preservation areas identified in the NFI. For example, if fill is proposed within an altered floodplain, compensating volume must be provided. In order to demonstrate that adverse effects of development on conservation and preservation areas have been mitigated, it may be necessary for the applicant to provide measures that exceed the minimum criteria detailed in Ch. 5 of the TLDC. Additional measures may include forested or vegetated buffers, additional water quality treatment, special construction techniques or sequences, etc.
- ___ 4. **EIA Overlay**. A plan sheet, or series of plan sheets, depicting both the proposed development activity and the boundaries of the conservation areas, preservation areas, and other regulated features identified by the approved NFI. The EIA Overlay is generally one sheet, but a series of sheets may be needed for legibility for large project areas or linear projects. The EIA Overlay depicts typical site plan information including contours/grading plan overlaid with the regulated features:
 - a) **Conservation and Preservation Areas**. Depict and quantify all applicable conservation areas (altered wetlands, altered floodplains, high quality successional forest, active karst features, canopy roads, special development zones) and preservation areas (unaltered wetlands, waterbodies, watercourses; unaltered floodplains and floodways; native forests; habitats of endangered species threatened species, and species of special concern; archaeological or historical sites).
 - 1) For **Unaltered Wetlands, Waterbodies, and Watercourses**, include the required vegetated natural buffer (minimum 50' width).
 - 2) For **Native Forest or High Quality Successional Forest**, include the required vegetated natural buffer (minimum 25' width).
 - 3) For **Karst Features**, include the required vegetated natural buffer (minimum 35' width from uppermost closed contour).
 - 4) If impacts are proposed to a **Canopy Road Protection Zone (CRPZ)**, identify where the CRPZ has been widened by the same amount removed in addition to the impacts. Depict mitigation plantings, if applicable.
 - 5) For projects within a **Special Development Zone**, demonstrate compliance with the applicable development limitations detailed in Sec. 5-82.
 - b) **Easements**. Identify and quantify all existing and proposed conservation and drainage easements.
 - c) **Regulated Grades**. Demonstrate compliance with TLDC 5-87 as pertains to impacts to natural significant and severe grades located within 100' width of wetlands, waterbodies, watercourses, floodways, floodplains, karst features, or special development zones, if applicable.
 - d) **Exceptional specimen trees** or any trees with DBH of 36 inches or greater.
- ___ 5. **Site Plan/Plan Sheets**. Provide the site plan/plan sheets for the proposed project, to include:
 - a) Boundary delineation of all conservation and/or preservation areas.
 - b) Label conservation easements, both existing and proposed.
 - c) Location of all protected trees and associated tree survey table. Refer to TLDC 5-83(d) for protected trees.
 - d) A drainage basin map.
 - e) Typical site plan information, including contours, existing and proposed improvements, existing and proposed utilities, including electrical services, etc.
- ___ 6. Additional **supporting information** may be required and may vary depending on the project scope and location. Examples of supporting information include, but are not limited to, drainage calculations, soil borings, geotechnical information, retaining wall locations and elevations, photographs, arborist evaluation, other environmental narratives, wetland hydrocycle information, habitat management plans for listed species, general conservation easement management plans, CRPZ impact analysis and mitigation plan, etc.