**FLORIDA DEPARTMENT OF**

Environmental Protection

**Southeast District**

**3301 Gun Club Road MSC 7210-1**

**West Palm Beach, FL 33406**

[**Southeast.District@FloridaDEP.gov**](mailto:Southeast.District@FloridaDEP.gov)

**Ron DeSantis**

Governor

**Jeanette Nuñez**

Lt. Governor

**Noah Valenstein**

Secretary

**REQUEST FOR**

**INFORMAL DETERMINATION OF WETLAND AND OTHER SURFACE WATERS**

**An Informal Wetland and Other Surface Waters Determination is provided as a public service. DEP will make every effort to complete it in a target of eight weeks upon receipt of all required information.** Please contact the Southeast District Office at 561-681-6600 or at[Southeast.District@FloridaDEP.gov](mailto:Southeast.District@FloridaDEP.gov) if you have any questions before requesting an Informal Wetland and Other Surface Waters Determination.Incomplete information will delay the process.

There is a $100 fee for the first acre reviewed with an additional $50 fee for each additional acre, up to a maximum fee of $500. Pursuant to 373.109, Florida Statutes, an informal determination is not an application for a permit and is not subject to the permit review timeframes established in Chapter 120 nor does it constitute final agency action.

Please submit the required information by email to [SED\_Permitting@FloridaDEP.gov](mailto:%20SED_Permitting@FloridaDEP.gov). The payment can be mailed to the district office to the address in the header of this form or made electronically through the [DEP Business Portal](https://www.fldepportal.com/go).

**If the intended use of this property is agriculture, commercial, industrial or multi-family, please do not submit this form and instead contact the appropriate water management district. Find a map of the state’s water management districts and an e-permitting portal at** [**Florida’s Water Permitting Portal.**](http://www.flwaterpermits.com/)

Select which type of informal determination you would like:

1. ☐ Determination of the **potential** existence of wetlands and other surface waters on the property.
2. ☐ Verification of wetland and other surface water boundaries previously delineated (**with flags**) by a third party.

**REQUESTOR CONTACT INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Requestor:** | | | |
| **Address:** | | | |
| **City:** | **State:** | **ZIP:** |  |
| **Email:** | | **Phone:** | |

**SITE INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **County:** | **Parcel ID:** | **Alt key or account no.:** | |
| **Property address:** | | **City:** | **ZIP:** |
| **Subdivision or area:** | | **Number of acres:** | |

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**ACCESS PERMISSION AND CHECKLIST**

**ACCESS PERMISSION:**

**I own** the property described in this request, **OR I have legal authority** (proof of legal authority such as a dated & signed contract with valid feasibility clause or a letter of authorization from the property owner must be included with this request).

I, , consent to any visit on the property by agents or personnel from the Florida Department of Environmental Protection necessary for a wetlands determination. I authorize these agents or personnel to enter the property as many times as may be necessary to make such review and inspection.

I have also read the checklist below, and the required items were performed and requested documents are attached.

**\_ \_** \_**\_**

**Property Owner or Authorized Agent (PRINTED) SIGNATURE**

**DATE**

**CHECKLIST:**

# THESE ADDITIONAL ITEMS ARE REQUIRED TO BE SUBMITTED

Proof of ownership or proof of legal authority such as a dated and signed contract with a valid feasibility clause or a letter of authorization from the property owner.

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A photo with the physical property corners highlighted.

☐

Aerial photo with the property boundary lines highlighted or the smaller area of the property to be investigated.

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Fee: The payment can be made by check and mailed to the district office to the address in the header of this form or made electronically through the [DEP Business Portal](https://www.fldepportal.com/go/). The department will send you an email with a file number after submittal; you will need this file number in order to pay the fee online.

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# Additional items for the verification of a flagged wetland and other surface waters only:

* Wetland and Other Surface Water Boundaries have been flagged on-site in accordance with Rule 62-340, Florida Administrative Code.
* Copy of the Consultant’s or Requestor’s Wetland and Other Surface Water Determination report and map.

Contact information of parties who will be present during the department’s field visit. Please note that the consultant who established the flagged line should be present on-site during the field visit in order to discuss any concerns regarding the flag locations.

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[*www.FloridaDEP.gov*](http://www.FloridaDEP.gov/)