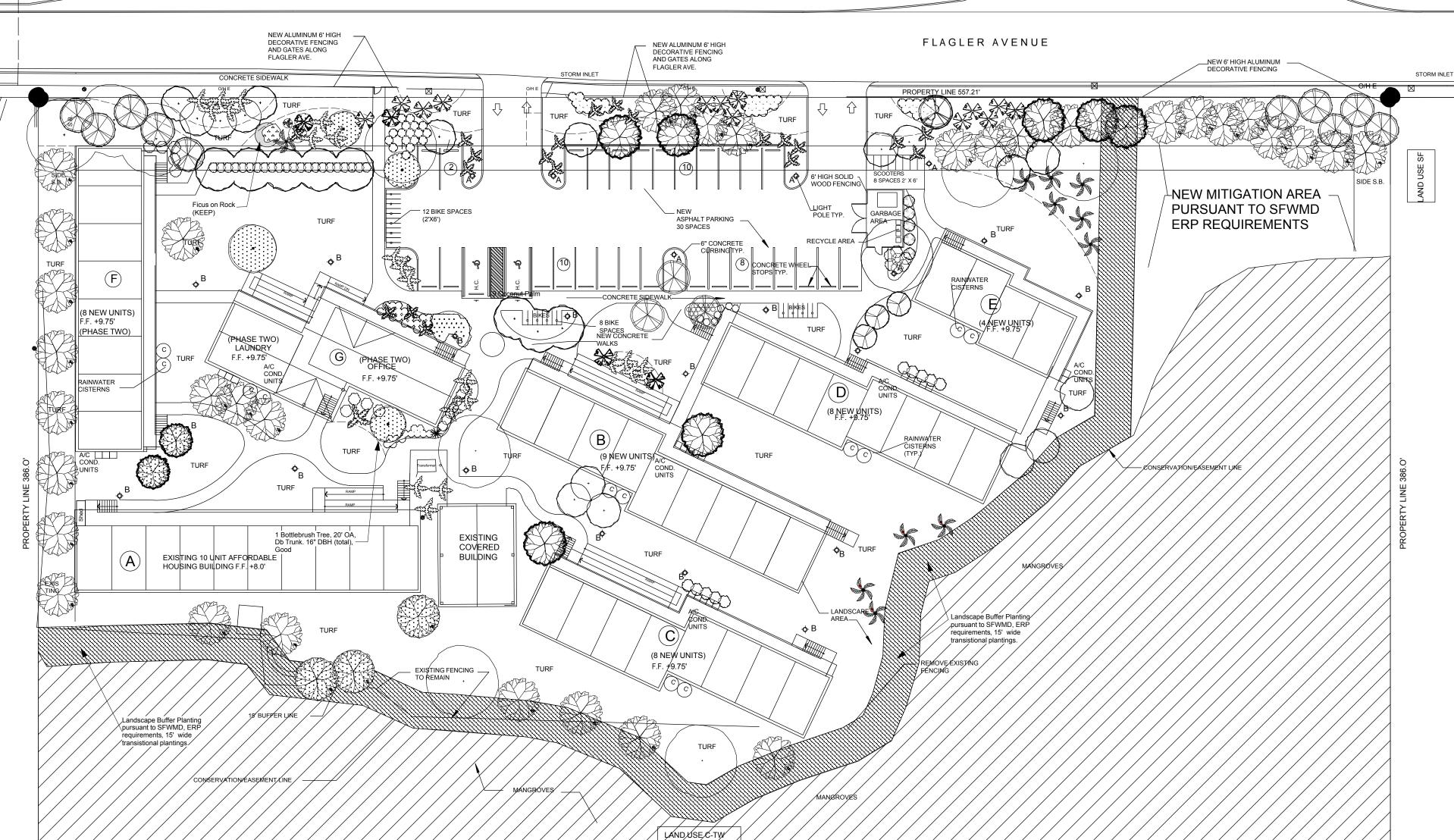
CITY OF KEY WEST LANDSCAPE CODE REQUIREMENTS:

Six Green Buttonwood @ 2" dbh provided

Section 108.413 Road Frontag		Discontinuina Describe de 4.74	44.6	FO 0	01 Charles 6 1 01
Flager Ave 557 feet	Plant Units Required:668	Plant Units Provided: 6/1	44 Canopy @ 10 = 440	50 Ornamental Tree @ 3= 150	81 Shrubs @ 1 = 81
Section 108.414 Interior Land	iscape Area				
20% of Total Parking Area:	Parking Aea: 10,645 s.f.	Reg'd: 2,129 s.f.	Provided: 1,200 s.f. / 1	1.3% Waiver Requested	
Section 108.415 Parking Lot F	Perimeter Landscape Area				
Total Building Area: 32,508 s.f.	Reg'd Perimeter Strip: 7.	5' Provided: 7.5' on 50%	Waivier Requested		
Section 108.416 Other Lands	cape Requirements for Nonveh	icular Use Areas			
Total NOS is 33.5% of the Site	NOS Area: 36,840 s.f.	Requirement: 4 trees per 2	2,500 s.f. NOS	Total Trees Required: 59	Total Trees Provided: 38
					Total Palms Provided: 27
Tree Permit: T136568 - 1 No	itvie Palm Required				
One Sabal Palm provided adjace	ent to Building B				
Tree Permit: T147164: 11.5	Tropas Dequired				

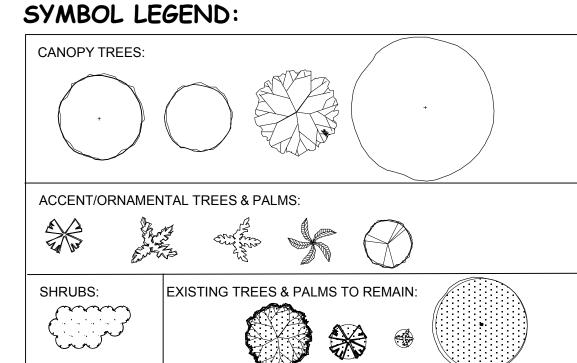
LAND USE SF NEW ALUMINUM 6' HIGH DECORATIVE FENCING AND GATES ALONG FLAGLER AVE.

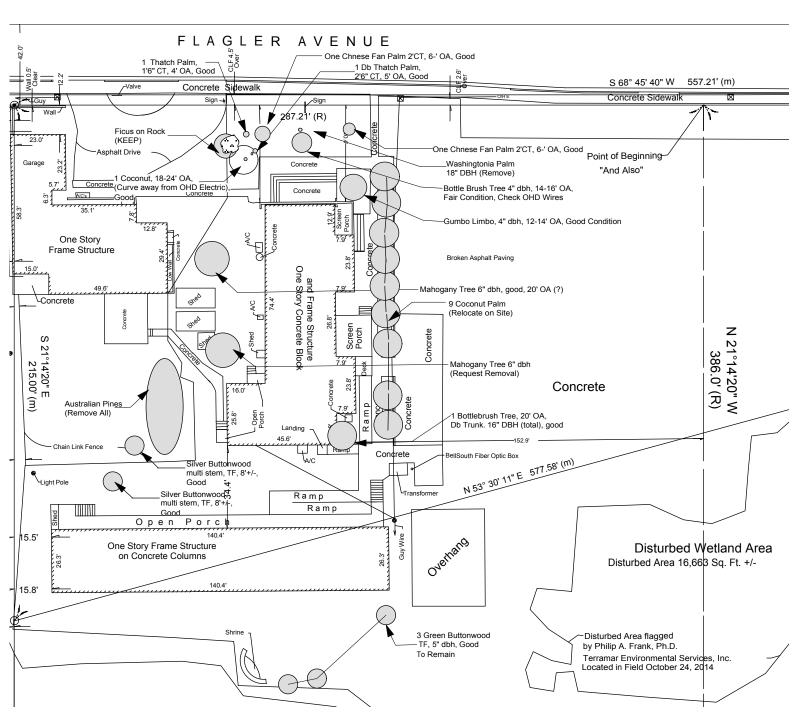


QUANTITY AND SIZE OF PLANT MATERIAL SHALL BE DETERMINED AS PART OF THE DEVELOPMENT OF CONSTRUCTION DOCUMENTS. THE MINIMUM SIZE FOR CANOPY TREES SHALL BE 12' PLANTED HEIGHT, CANOPY PALMS SHALL BE 18' PLANTED HEIGHT, UNDERSTORY TREES SHALL BE 6 TO 8' PLANTED HEIGHT, UNDERSTORY PLAMS SHALL BE 4-6' PLANTED HEIGHT AND SHRUBS SHALL BE 36".

CONCEPTUAL LANDSCAPE PLAN FOR CODE COMPLIANCE

SCALE: 1"=30'





EXISTING TREE IMPACT

SCALE" 1" = 40'

IMPACTED TREE SUMMARY:

9 Coconut Palms - to be reloacted on site. 1 Mahogany Tree - request removal and mitigation due to the location of the laundry facility as part of Phase 2. Pending approval by the Tree Commission.

PROPOSED PLANT PALETTE

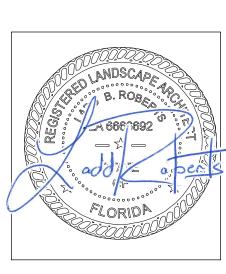
CANOPY TREES				
COMMON NAME	Botanical Name	Status		
GUMBO LIMBO	Bursera simaruba	Native	Native	
PIGEON PLUM	Coccoloba diversifolia	Native		
SILVER BUTTONWOOD	Concocarpus erectus serv.			
SEAGRAPE	Coccoloba uvifera	Native	2	
ROYAL POINCIANA	Delonix regia			
WILD TAMARIND	Lysiloma laatisiliqua	siloma laatisiliqua Native		
JAMAICAN DOGWOOD	Piscidia piscipula	scidia piscipula Native		
MAHOGANY	Swietenia mahogoni			
UNDERSTORY TREES & P.	ALMS			
COMMON NAME	Botanical Name		Status	
JAMAICAN CAPER	Capparis cynophallophor			
PITCH APPLE	Clusia rosea		Native Native	
SIMPSON STOPPER	Myrcianthes fragrans		Native	
SABAL PALM	Sabal palmetto		Non-native	
THATCH PALM	Thrinax radiata	Thrinax radiata		
SWEET ACACIA	Acacia farnesiana		Native	
SHRUBS				
COMMON NAME	Botanical Name		Status	
SILVER BUTTONWOOD		Conocarpus erectus sericeus		
COCOPLUM		Chrysobalanus icaco 'Redtip'		
COCOPLUM (dwarf)		Chrysobalanus icaco Horizonta		
NATAL PLUM	Carissa macrocarpa		Native -flower	
FIRE BUSH (dwarf)	Hamelia patens (glabra)		Native -flower	
SAW PALMETTO	Serenoa repens			
GOLDEN DEWDROP	Duranta repens			
COCOPLUM (dwarf)		Chrysobalanus icaco (dwarf)		
NECKLACE POD	Sophora tomentosa			
WILD LIME	Zanthoxylum fagara			
BAY CEDAR	Suriana maritima	1 2		
LOCUSTBERRY	Brysonima lucida			
SEA LAVENDER		Tournefortia gnaphalodes		
FAKAHATCHEE GRASS	Tripsacum dactyloides		Native	
MUHLY GRASS	Muhlenbergia capillaris			
MOTILE ORAGO	Mariteriber gla capillar is		Native -flower	
KEYS LILY	Hymenocallis latifolia		Native -flower	
PROSTRATE PORTERWEE	D Stachytarpheta jamaice	ensis	Native -flower	
SEA OXEYE DAISY		Borrichia frutescens		

LANDSCAPE NOTES:

- 1. ALL PLANT MATERIAL SHALL BE FREE OF DISEASE AND SHALL BE AS SHOWN ON THE PLANT LIST. PLANT MATERIAL SHALL BE FLORIDA #1 OR BETTER.
- 2. ALL PLANT MATERIAL SHALL BE SUPPLIED AND COMPLY WITH AMERICAN NURSEMAN 3. ALL PLANT MATERIAL SHALL BE PLANTED, STAKED, AND GUYED IN ACCORDANCE WITH
- SOUND AND ACCEPTED HORTICULTURAL PRACTICES. ANY SUBSTITUTIONS SHALL BE APPROVED BY THE LANDSCAPE DESIGNER OR OWNER PRIOR TO INSTALLATION.
- 4. PLANTING BEDS SHALL BE MULCHED TO A DEPTH OF 3" WITH CLEAN, WEED FREE, SHREDDED HARDWOOD MULCH OR EQUIVALENT.
- 5. REQUIRED SOIL AMENDMENTS SHALL BE DETERMINED PRIOR TO INSTALLATION OF PLANT MATERIAL. 6. IRRIGATION PLAN BY OTHERS AND SHALL BE IN COMPLIANCE WITH KEY WEST CITY CODE
- REQUIREMENTS. 7. IT IS THE LANDSCAPE CONTRACTORS RESPONSIBLE TO HAVE UNDERGROUND UTILITIES LOCATED PRIOR TO COMMENCEMENT OF WORK. LANDSCAPE CONTRACTOR SHALL COORDINATE WITH GENERAL CONTRACTOR AS REQUIRED.
- 8. ALL INVASIVE EXOTIC PLANT MATERIAL SHALL BE REMOVED AS PART OF CONSTUCTION.



BEDE

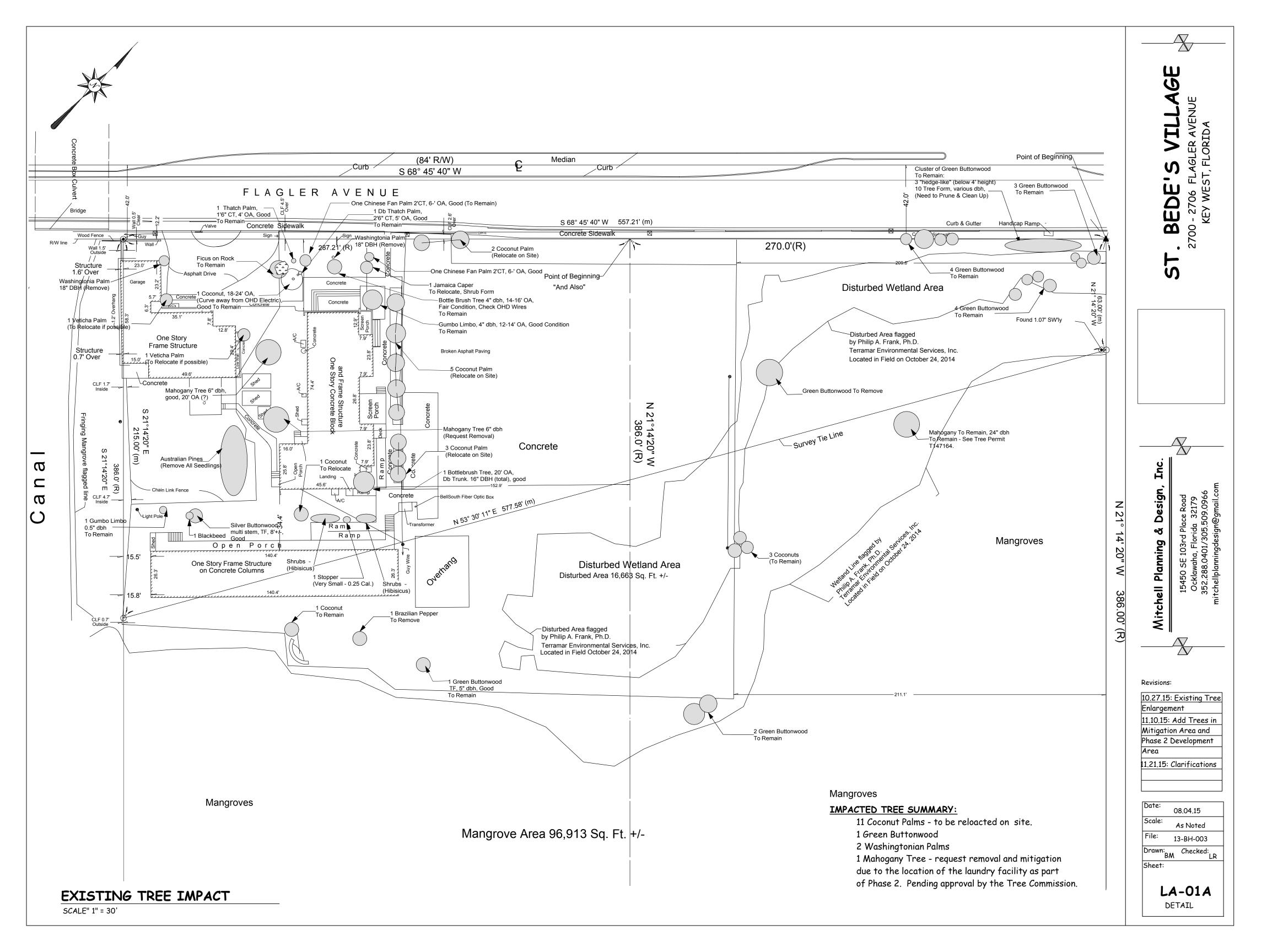


08.04.15 As Noted

13-BH-003

Drawn: Checked: LR

LA-01



MEMORANDUM

Date: November 24, 2015

To: Karen DeMaria

From: Barbara Mitchell

Re: 2700 Flagler

CC: File

Mitchell

Planning & Design, Inc.

15450 SE 103rd Place Road Ocklawaha, Florida 32179

> c: 305.509.0966 o: 352.288.0401

e: mitchellplanningdesign@gmail.com

Pursuant to your request for additional information concerning the status of the Army Corp and South Florida Water Management District (SFWMD) permits, please review the following:

- 1. Pre-application meeting with SFWMD staff was held in the September 2014 and the wetland line determined at that time. The project development team is waiting until the DRC and the Planning Board have reviewed the Major Development Plan application before submitting the ERP. Currently, The ERP is being prepared and is scheduled for submittal in January.
- 2. The wetland buffer, required as part of this permit, shall include plant material consistent with those species normally found in a transition zone. This material shall include the following species:
 - **a.** Spartina spartinae (Cordgrass)
 - **b.** Spartina patens (Cordgrass)
 - **c.** *Disctichilis spicata* (Saltgrass)
 - **d.** Sporobolus virginicus (Dropseed)
 - **e.** Paspalum vaginatum (Knot grass)
 - **f.** *Borrichia frutescens* (Sea Oxeye Daisy)
- 3. The mitigation area shall be replanted with a combination of wetland species, depending upon availability, including, but not limited to:
 - a. *Rhizophora mangle* (Red Mangrove)
 - b. Avicennia germinans (Black Mangrove)
 - c. Laguncularia racemosa (White Mangrove)
 - d. Conocarpus erectus (Green Buttonwood)
- 4. Planting Scheme shall be prepared as part of the final landscape plan and coordination with SFWMD and the ACOE.

STAFF REPORT

DATE: November 23, 2015

RE: 2700 Flagler Avenue-Catholic Charities (permit application # T15-7638)

FROM: Karen DeMaria, City of Key West Urban Forestry Manager

An application was received for Conceptual Landscape Plan Approval with Tree Removal. A staff report was created regarding the removal and transplantation of trees in relation to the housing development. The report is attached.

There are two open tree permits on this property, T13-6568 which authorized the removal of 1-Coconut Palm and requires the planting of 1-native palm and T14-7164 which authorized the removal of several trees in relation to the removal of invasive exotics on the property and cleanup of the homeless encampments and garbage from the property. T14-7164 requires the replacement of 11.5 caliper inches of replacement trees on the property. During the removal and cleanup work authorized by T14-7164, an additional 3-Sea Grape trees were damaged and removed. The after-the-fact removal of these three additional trees is included in the landscape plan approval.

The Conceptual Landscape Plan submitted does incorporate 70% native vegetation. The proposed development will require the replacement of 2-native palms and 18.3 caliper inches. All required replacements must be incorporated into the final landscape plan therefore, the total required replacements are 3-native palms, 4 ft tall and 29.8 caliper inches of native dicot or fruit trees. Transplanted trees also need to have their new locations shown on the plans. The final landscape plan must include drawings showing details regarding the landscape buffer and the wetland mitigation area.

The property is located in potential habitat for the endangered indigo snake and there are wetlands on the property. Therefore, the plan needs to include protection provisions for the snake and the wetland areas and tree protection requirements for those trees remaining in place during demolition and construction.

Recommendation: Recommend approval of the Conceptual Landscape Plan With Tree Removal at 2700 Flagler Avenue.

Application





7638

	Date:
Please Clearly Print	All Information unless indicated otherwise.
	2700 Flagler Ave 10th Street
Cross/Corner Street List Tree Name(s) and Quantity	See Attached Landscape Plan
Species Type(s) check all that apply	() Palm () Flowering () Fruit () Shade () Unsure
Reason(s) for Application:	() Failit () Howering () Huit () Shade () Onsure
	th () Safety (x) Other/Explain below
	tion (x) Same Property () Other/Explain below
	emoval () Crown Cleaning/Thinning () Crown Reduction
	of trees as noted on landscape plan and relocation
of cocor	nut palms on site.
Reason for Request Developm	nent of SRO housing per Major Development
Plan appl	
	Carroll Coleman and successors of the DoMiami
Property Owner eMail Address	rturcotte@ccadm.org
Property Owner Mailing Address	9401 Biscayne Blvd
Property Owner Mailing City	Miami State <u>FL</u> Zip <u>33138</u>
Property Owner Phone Number	(<u>305</u>) <u>762</u> - <u>1332</u>
Property Owner Signature	
Denvesentative Name	Parhara Mitaball
Representative Name	
Representative eMail Address Representative Mailing Address	mitchellplanningdesign@gmail.com 15450 SE 103rd Place Road
Representative Mailing City	Ocklawaha State FL Zip 32179
Representative Phone Number	(352) 288 - 0401
	form must accompany this application if someone other than the
	ee Commission meeting or picking up an issued Tree Permit.
·	Tree Representation Authorization form attached ()
<><< Sketch location of tree i	n this area including cross/corner Street >>>>
•	

Please identify tree(s) with colored tape

If this process requires blocking of a City right-of-way, a separate ROW Permit is required. Please contact 305-809-3740.

1065617



Tree Representation Authorization

Attendance at the Tree Commission meeting on the date when your request will be discussed is necessary in order to expedite the resolution of your application. This Tree Representation Authorization form must accompany the application if the property

Date:

owner is unable to attend or will have	e someone else pick up t	he Tree	Permi	t once	issued.	
Please Clearly Print A	Il Information unless	indicat	ed oth	nerwis	se.	
Tree Address	2700 Flagler Avenue	· · · · · · · · · · · · · · · · · · ·		_		
Property Owner Name Property Owner eMail Address Property Owner Mailing Address Property Owner Mailing City Property Owner Phone Number Property Owner Signature	Carroll Coleman and Success rturcotte@ccadm.org 9401 Biscayne Bivd Miami (305) 762 - 1332	State			33138	
Representative Name	Barbara Mitchell					
Representative eMail Address	mitchellplanningdesign@gma	il.com				_
Representative Mailing Address	15450 Se 103rd Place Road					_
Representative Mailing City Representative Phone Number		State	FL	Zip	32179	,
Representative Phone Number	(352) 288 - 0401	_				
To represent me in the matter of obteroperty at the tree address above list there is any questions or need access and the property Owner Signature	sted. You may contact n	m the	City of	Kev '	West for m	v
The forgoing instrument was acknowle	edged before me on this	17th	_ day _	Novembe	er 2015	
By (Print name of Affiant) Deacon Richard produced	Turcotte, Ph.D who is as identification a	s <u>persor</u> ind who	nally kr did ta	<u>iown t</u> ke an	o m e or ha oath.	S
NOTARY PUBLIC Sign Name: Print Name: Bukhan	Notar	y Public	- State	e of Fl	orida (seal))
My Commission Expires: 9/25/2010	DEORANIE BHIKHAM Notary Public - State of Flor My Comm. Expires Sep 25. 2 Commission # EE 83756	016				

Fifty of Kity Worst



Corrol Coleman and Successors

promotion of the latter one will be the contribution of the first because of the contribution of the contr

23" day of June 2014

Deacon Richard Turcolle Ph D

D Brixman

EE 837548 5...

CATHOLIC CHARITIES Of the Archdiocese of Miami, Inc.

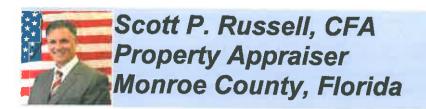
Corporate Members

BE IT RESOLVED that the Corporate Members of Catholic Charities of the Archdiocese of Miami, Inc. officially renews its certification as to the authority vested in Reverend Deacon Richard Turcotte, PH.D. Chief Executive Officer of Catholic Charities of the Archdiocese of Miami, Inc. and vouchsafes his authority to sign any and all applications and/or contracts with organizations on behalf of Catholic Charities. The Corporate Members also continues to vouchsafe his authority as Vice President of the corporation to sign bank documents including, but not limited to, disbursements by check, and authorizes his registration as a signatory on all agency bank accounts.

Adopted this 24 day of August 24th, 2010, by the Corporate Members of Catholic Charities of the Archdiocese of Miami, in Miami, Miami-Dade County, Florida.

Archbishop of Miami

SEAL



Key West (305) 292-3420 Marathon (305) 289-2550 Plantation Key (305) 852-7130

Property Record Card -Maps are now launching the new map application version.

Alternate Key: 1065617 Parcel ID: 00065090-000000

Ownership Details

Mailing Address:

CARROLL COLEMAN F B OF THE DIOC OF MIAMI ROM 9401 BISCAYNE BLVD MIAMI SHORES, FL 33138-2970

Property Details

PC Code: 71 - CHURCHES

Millage Group: 10KW Affordable Housing: No Section-Township-Range: 04-68-25

Property Location: 2700-2706 FLAGLER AVE KEY WEST

Legal Description: KW NO 29 A PARCEL OF LAND LYING SE OF FLAGLER AVE 4.93AC G66-160 OR19-275 OR34-16 OR321-476/478

OR729-732D/C

Click Map Image to open interactive viewer



Exemptions

Exemption	Amount
10 - RELIGIOUS	3,773,642.00

Land Details

Land Use Code	Frontage	Depth	Land Area
100E - COMMERCIAL EXEMPT	557	386	3.21 AC
9500 - SUBMERGED	0	0	1 72 AC

Building Summary

Number of Buildings: 4

Number of Commercial Buildings: 4

Total Living Area: 14735 Year Built: 1958

Building 1 Details

Building Type Effective Age 26 Year Built 1958 Functional Obs 0 Condition A Perimeter 330 Special Arch 0 Economic Obs 0 Quality Grade 400 Depreciation % 33 Grnd Floor Area 3,993

Inclusions:

Roof Type Heat 1 Heat Src 1 Roof Cover Heat 2 Heat Src 2 Foundation Bedrooms 0

Extra Features:

Karen DeMaria

From:

Karen DeMaria

Sent:

Monday, November 02, 2015 1:24 PM

To:

'Barbara Mitchell'

Cc:

Jo Bennett

Subject:

FW: 2700 Flagler - Existing Tree Enlargement

Barbara:

With this e-mail I am confirming with you that the 2700 Flagler Ave project will be postponed from the November 10 Tree Commission meeting agenda due to additional information needed for the file including an updated existing vegetation map.. The item will be placed on the December 8 Tree Commission meeting agenda. Therefore, I need all the required additional information by November 18, 2015.

Sincerely,

Karen

From: Barbara Mitchell [mailto:mitchellplanningdesign@gmail.com]

Sent: Monday, November 02, 2015 12:28 PM

To: Karen DeMaria <kdemaria@cityofkeywest-fl.gov>

Cc: BILL P. HORN <WPHORN@aol.com>; PHIL FRANK, PhD. <terramar@bellsouth.net>; Jo Bennett

<jbennett@cityofkeywest-fl.gov>

Subject: Re: 2700 Flagler - Existing Tree Enlargement

Karen,

You have been such a help - thank you. I will be in the Keys Wednesday and down to Key West on Thursday — so I can finish up all the missing tree info and revise plans. Looks as thought we may have to go to the Dec meeting. If so, that 's ok - I now I won't be able to get the info required to you by Wednesday.

I'll try and catch up with you and make sure I have everything on Thursday.

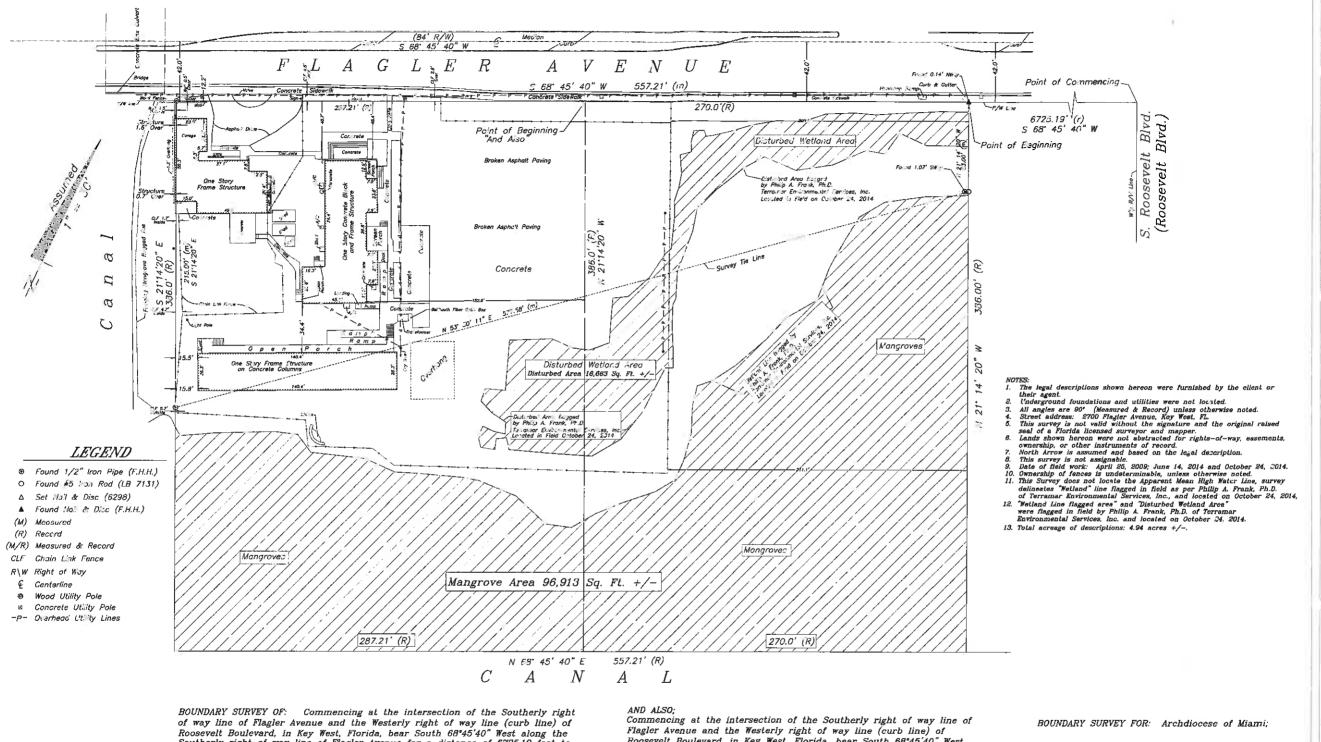
Again, thanks for all you help. Barbara

Barbara Mitchell, LEED AP

Mitchell Planning and Design, Inc. 15450 SE 103rd Place Road Ocklawaha, Florida 32179

Phone: 352.288.0401 Cell: 305.509.0966

Email: mitchellplanningdesign@gmail.com



BOUNDARY SURVEY OF: Commencing at the intersection of the Southerly right of way line of Flagler Avenue and the Westerly right of way line (curb line) of Roosevelt Boulevard, in Key West, Florida, bear South 68°45'40" West along the Southerly right of way line of Flagler Avenue for a distance of 6725.19 feet to the Point of Beginning of the said real estate hereinafter described; From said Point of Beginning continue bearing South 68'45'40" West along said Southerly right of way line of Flagler Avenue for a distance of 270 feet to a point; thence bear South 21°14'20" East for a distance of 386.0 feet to a point on the Northerly side of a proposed canal; thence bear North 68°45'40" East along the Northerly side of said proposed canal for a distance of 270 feet to a point; thence bear North 21°14'20" West for a distance of 386.0 feet back to the Point of Beginning, said described real estate connecting and being adjacent to the Southwesterly 287.21 feet of that parcel of land known as Parcel 29 as set forth in an unrecorded map of lands of Key West Improvement Co., Inc., prepared by Cranshaw, Bailey andAssociates, dated December 2. 1952.

Commencing at the intersection of the Southerly right of way line of Flagler Avenue and the Westerly right of way line (curb line) of Roosevelt Boulevard, in Key West, Florida, bear South 68'45'40" West along the Southerly right of way line of Flagler Avenue for a distance of 6995.19 feet to the Point of Beginning of the said real estate hereinafter described; From said Point of Beginning continue bearing South 68'45'40" West along said Southerly right of way line of Flagler Avenue for a distance of 287.21 feet to a point on the Easterly side of a proposed canal; thence bear South 21'14'20" East along the Easterly side of said proposed canal for a distance of 386.0 feet to a point on the Northerly side of the proposed canal; thence bear North 68'45'40" East along the Northerly side of said proposed canal for a distance of 287.21 feet to a point; thence bear North 21'14'20" West for a distance of 386.0 feet back to the Point of Beginning, said described real estate being (the Southwesterly 287.21 feet of) that parcel of land known

J. LYNN O'FLYNN, INC.

J. Lynn O'Flynn, PSM Florida Reg. ≨6298 May 6, 2009 not vale without the signature and original roised sent of a Forida licensed Surveyor and Mocper.

Rev. Veget Rev. Veget Update Update Locate W

> OKED OKED

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of:

Survey

Inc.

O'FLYNN,

LVNN

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Vey Vest, FL 33040 FAX (305) 296-2244

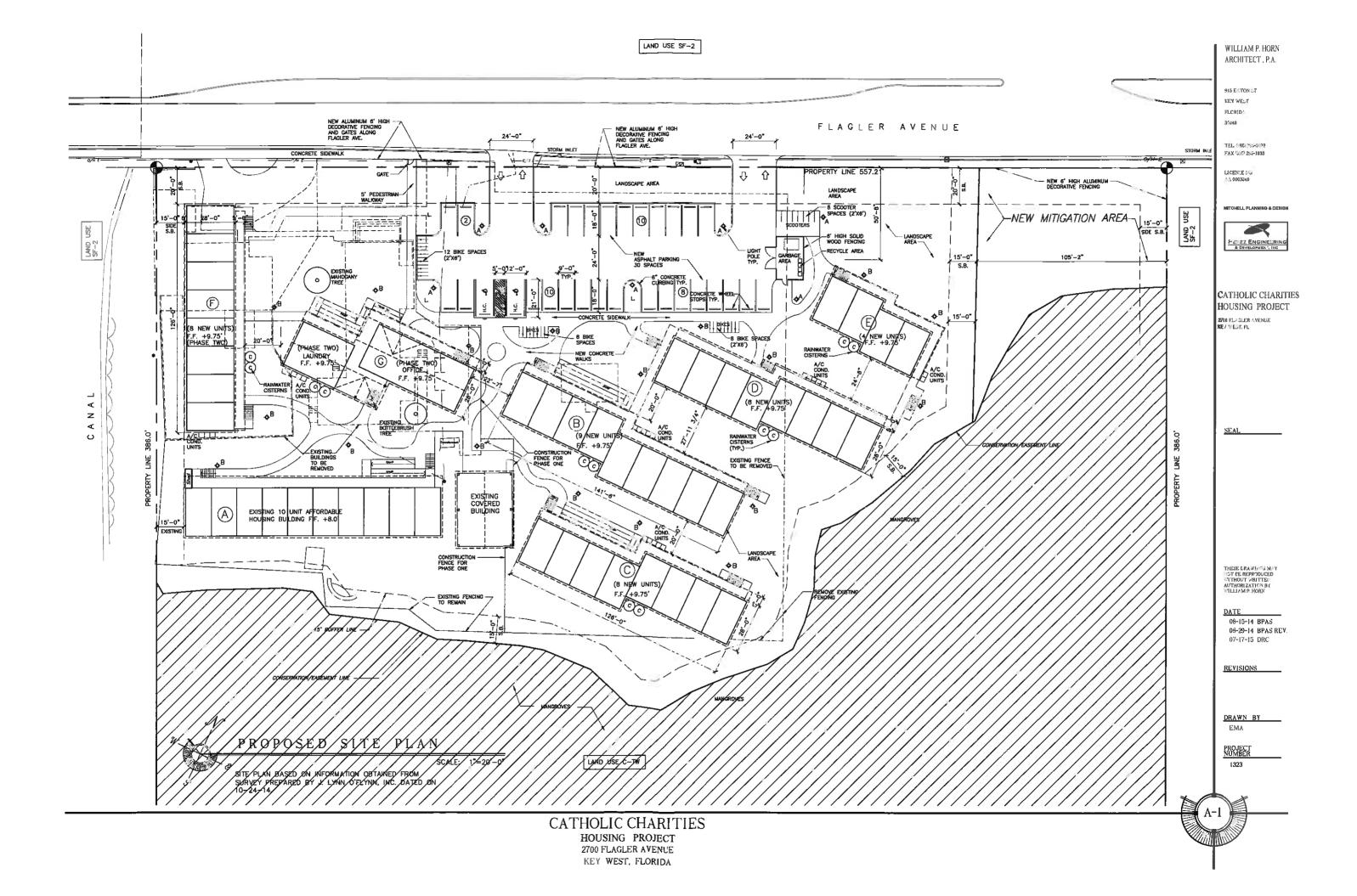
Duck A e., 296-7422

3430

Avenue

Boundary Sur 2700 Flagler . Key West,

CATE:





SOUTH FLORIDA WATER MANAGEMENT DISTRICT

Regulation Division Application No. 140929-8

October 22, 2014

Mr. Richard Turcott The Archdiocese of Miami 9401 Biscayne Boulevard Miami, Florida 33138

RE.

Catholic Charities Informal Wetland Determination Informal Wetland Determination No. 44-00006-IF Monroe County, S4/T68S/R25E

Dear Mr. Turcott:

The South Florida Water Management District (District) offers the following in response to your request for an informal determination of wetlands and other surface waters boundaries located at the subject 4.93 acre parcel depicted on the vicinity and location maps included as Exhibits 1.0 and 1.1 (enclosed).

Based upon the site inspection conducted by District staff on October 9, 2014, and a review of aerial photographs and other site information, the subject parcel contains state jurisdictional wetlands and other surface waters, as defined by Chapter 62-340, Florida Administrative Code (FAC). The approximate boundaries of the state jurisdictional wetlands and other surface waters are depicted on Exhibit 2.0 (enclosed).

This correspondence is an informal pre-application wetland determination pursuant to Chapter 373, Florida Statutes. It does not bind the District, its agents or employees, nor does it convey any legal rights, expressed or implied. Persons obtaining this informal preapplication wetland determination are not entitled to rely upon it for purposes of compliance with provision of law or District rules. A binding wetland determination may be obtained by petitioning the District for a wetland declaratory statement pursuant to Rule 62-340, FAC, or by applying for an Environmental Resource Permit.

Please note that the subject parcel may include wetlands of the United States that are jurisdictional under federal rules. Dredging or filling in such areas may require a Department of Army permit from the U.S. Army Corps of Engineers (USACE). Receipt of a state or local government permit does not preclude the need to obtain a USACE permit prior to commencing any work at the subject property. For more information about the Regulatory Program, you may access the USACE USACE

^{* (863) 462-5260 * (800) 250-4200}

Mr. Richard Turcott Catholic Charities Informal Wetland Determination October 22, 2014 Page 2

http://www.saj.usace.army.mil/permit/index.html. You may also contact the local USACE regulatory office for additional information at (305) 526-7182.

An informal wetland determination file has been created for this site and is available on the District's ePermitting web site at http://www.sfwmd.gov/portal/page/portal/xweb%20-%20release%202/environmental%20resource%20permitting.

If you have any questions please contact Trisha Stone at (561) 682-6954 or tstone@sfwmd.gov.

Sincerely,

Barbara J. Conmy Section Leader

South Florida Water Management District

BC/ts

Enclosures - Exhibits

c: Philip A. Frank, Terramar Environmental Services, Inc.

NOTICE OF RIGHTS

As required by Sections 120.569(1), and 120.60(3), Fla. Stat., the following is notice of the opportunities which may be available for administrative hearing or judicial review when the substantial interests of a party are determined by an agency. Please note that this Notice of Rights is not intended to provide legal advice. Not all the legal proceedings detailed below may be an applicable or appropriate remedy. You may wish to consult an attorney regarding your legal rights.

RIGHT TO REQUEST ADMINISTRATIVE HEARING

A person whose substantial interests are or may be affected by the South Florida Water Management District's (SFWMD or District) action has the right to request an administrative hearing on that action pursuant to Sections 120.569 and 120.57, Fla. Stat. Persons seeking a hearing on a SFWMD decision which does or may affect their substantial interests shall file a petition for hearing with the District Clerk within 21 days of receipt of written notice of the decision, unless one of the following shorter time periods apply: 1) within 14 days of the notice of consolidated intent to grant or deny concurrently reviewed applications for environmental resource permits and use of sovereign submerged lands pursuant to Section 373.427, Fla. Stat.; or 2) within 14 days of service of an Administrative Order pursuant to Subsection 373.119(1), Fla. Stat. "Receipt of written notice of agency decision" means receipt of either written notice through mail, electronic mail, or posting that the SFWMD has or intends to take final agency action, or publication of notice that the SFWMD has or intends to take final agency action. Any person who receives written notice of a SFWMD decision and fails to file a written request for hearing within the timeframe described above waives the right to request a hearing on that decision.

Filing Instructions

The Petition must be filed with the Office of the District Clerk of the SFWMD. Filings with the District Clerk may be made by mail, hand-delivery, or e-mail. Filings by facsimile will not be accepted after October 1, 2014. A petition for administrative hearing or other document is deemed filed upon receipt during normal business hours by the District Clerk at SFWMD headquarters in West Palm Beach, Florida. Any document received by the office of the District Clerk after 5:00 p.m. shall be filed as of 8:00 a.m. on the next regular business day. Additional filing instructions are as follows:

- * Filings by mail must be addressed to the Office of the District Clerk, P.O. Box 24680, West Palm Beach, Florida 33416.
- Filings by hand-delivery must be delivered to the Office of the District Clerk. Delivery of a petition to the SFWMD's security desk does <u>not</u> constitute filing. To ensure proper filing, it will be necessary to request the SFWMD's security officer to contact the Clerk's office. An employee of the SFWMD's Clerk's office will receive and file the petition.
- Filings by e-mail must be transmitted to the District Clerk's Office at clerk@sfwmd.gov. The filing date for a document transmitted by electronic mail shall be the date the District Clerk receives the complete document. A party who files a document by e-mail shall (1) represent that the original physically signed document will be retained by that party for the duration of the proceeding and of any subsequent appeal or subsequent proceeding in that cause and that the party shall produce it upon the request of other parties; and (2) be responsible for any delay, disruption, or interruption of the electronic signals and accepts the full risk that the document may not be properly filed.

Rev.05/01/14

Initiation of an Administrative Hearing

Pursuant to Rules 28-106.201 and 28-106.301, Fla. Admin. Code, initiation of an administrative hearing shall be made by written petition to the SFWMD in legible form and on 8 and 1/2 by 11 inch white paper. All petitions shall contain:

- Identification of the action being contested, including the permit number, application number, SFWMD file number or any other SFWMD identification number, if known.
- 2. The name, address and telephone number of the petitioner and petitioner's representative, if any.
- 3. An explanation of how the petitioner's substantial interests will be affected by the agency decision.
- 4. A statement of when and how the petitioner received notice of the SFWMD's decision.
- 5. A statement of all disputed issues of material fact. If there are none, the petition must so indicate.
- 6. A concise statement of the ultimate facts alleged, including the specific facts the petitioner contends warrant reversal or modification of the SFWMD's proposed action.
- 7. A statement of the specific rules or statutes the petitioner contends require reversal or modification of the SFWMD's proposed action.
- 8. If disputed issues of material fact exist, the statement must also include an explanation of how the alleged facts relate to the specific rules or statutes.
- 9. A statement of the relief sought by the petitioner, stating precisely the action the petitioner wishes the SFWMD to take with respect to the SFWMD's proposed action.

A person may file a request for an extension of time for filing a petition. The SFWMD may, for good cause, grant the request. Requests for extension of time must be filed with the SFWMD prior to the deadline for filing a petition for hearing. Such requests for extension shall contain a certificate that the moving party has consulted with all other parties concerning the extension and that the SFWMD and any other parties agree to or oppose the extension. A timely request for extension of time shall toll the running of the time period for filing a petition until the request is acted upon.

If the SFWMD takes action with substantially different impacts on water resources from the notice of intended agency decision, the persons who may be substantially affected shall have an additional point of entry pursuant to Rule 28-106.111, Fla. Admin. Code, unless otherwise provided by law.

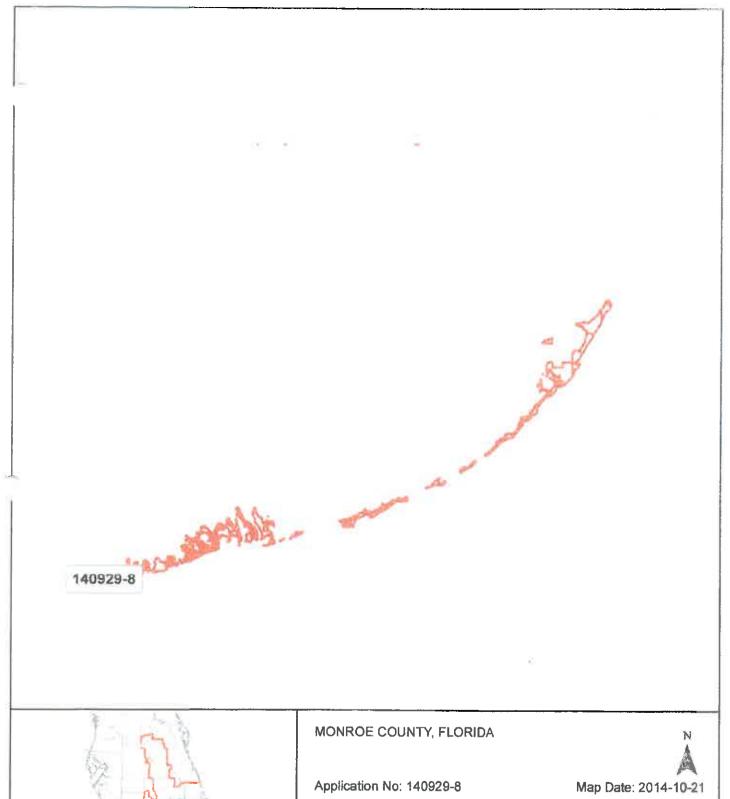
Mediation

The procedures for pursuing mediation are set forth in Section 120.573, Fla. Stat., and Rules 28-106.111 and 28-106.401-.405, Fla. Admin. Code. The SFWMD is not proposing mediation for this agency action under Section 120.573, Fla. Stat., at this time.

RIGHT TO SEEK JUDICIAL REVIEW

Pursuant to Sections 120.60(3) and 120.68, Fla. Stat., a party who is adversely affected by final SFWMD action may seek judicial review of the SFWMD's final decision by filing a notice of appeal pursuant to Florida Rule of Appellate Procedure 9.110 in the Fourth District Court of Appeal or in the appellate district where a party resides and filing a second copy of the notice with the District Clerk within 30 days of rendering of the final SFWMD action.

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Project Name: CATHOLIC CHARITIES INFORMAL WETLAND DETERMINATION

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