



## Florida Fish and Wildlife Conservation Commission Checklist to Apply for a State Listed Species (other than Gopher tortoise) Incidental Take Permit

Please note the list provided below is intended to assist you in submitting a listed species incidental take permit application packet. Providing the information below will help the FWC evaluate the seven factors (see text below) in rule [68A-27.007](#) F.A.C. Your submittal of these documents does not restrict FWC staff from requiring additional information.

### Contact Information

- Applicant [Landowner] contact information (Name, Affiliation, Physical address, Phone, Fax and Email address)
- Agent [Consultant] contact information (Name, Affiliation, Physical address, Phone, Fax and Email address)
- Applicant signed Delegation Statement authorizing Consultant to Act as Agent on their behalf
- Please describe the Applicant/Agent expertise, facilities, or other resources available to accomplish the stated objective(s).
- Please include the Applicant/Agent qualifications for wildlife ecology, handling of wildlife (if applicable) (Factor 6).

### Project Description

- Project/Property name, proposed commencement date and duration of the project
- Location [(T, R, S), City, County, Parcel i.d., longitude/ latitude, reference roads, etc.] with a detailed map (no larger than 11" x 17" and labeled with legend preferred) and full legal description
- Total acreage of project site
- Total acreage and location on site (outlined on a map),
  - soils composition (w/ map),
  - current* land use classification (w/ map)
- Discussion of survey results with map depicting location of all transects, cover boards, etc. with indication of which were positive for the presence of the targeted species
- Assessment of current site conditions [baseline documentation]
  - Vegetative communities and their condition (i.e., density, %age of total, recommend documenting with digital photography or other media, ensuring that landmarks are included)
- Narrative of the species impact and area of impact
  - How many acres impacted by what activities and for what duration (temporary, permanent, etc)
  - Explanation of activities that will result in incidental take of the species (e.g., what action is proposed to have what impact on the species) and over how much acreage.
- Please describe how the project furthers the conservation or survival of the species. In your response, please include objectives and justification sufficient to judge whether the project would justify "take" of the species (e.g. harm, harass, to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect as defined below) and whether the project would likely reduce the threat of extinction for the species (see Factors 1 and 4 below).

### Mitigation/Conservation Measures

- What specific avoidance, minimization and/or mitigation options or conservation measures are proposed to meet the species permitting standard? Include draft/final documents that will constitute fulfillment of the conservation measures (e.g., conservation easements, habitat management plans, financial assurances, mitigation banking, etc.)

- ❑ If land acquisition, include the mitigation ratio (taken: preserved) and provide locality, maps and baseline description of the property, as referenced above in the Project Description items.
- ❑ Please describe the projects methods in sufficient detail to evaluate the probable direct or indirect effect of the project on the population and whether the project would conflict with any program intended to enhance the survival of the species (Factors 2, 3, and 5). Your response should include the following, if applicable:
  - ❑ Potential negative impacts to individuals and methods to offset them.
  - ❑ Coordination with others conducting similar work in Florida.

**Email (or mail only if you have no access to electronic communications) a complete application packet to the Permitting Office at:**

**Attention: Protected Species Permit Coordinator**  
**Email: [WildlifePermits@myFWC.com](mailto:WildlifePermits@myFWC.com)**

Or

**Protected Species Permit Coordinator**  
**Florida Fish and Wildlife Conservation Commission**  
**Species Conservation Planning Section**  
**620 S. Meridian Street, Mail Station 2A**  
**Tallahassee, FL 32399-1600**  
**(850) 921-5990**

**Applications for state-listed avian species (birds) may apply online via the [Online Permitting System](#). Contact staff at the above number for additional guidance.**

***In accordance with Florida Statute 120.60 this state agency is required to approve or deny complete applications within 90-days of receipt. Complete permit applications should be submitted a minimum of 45 days prior to the requested effective date.***

## INCIDENTAL TAKE APPLICATION GUIDANCE

Please note the following rule criteria (full context available at [68A-27](#), F.A.C.) must be demonstrated in the application to qualify for a listed species incidental take permit:

**State-designated Threatened Species** (as designated in 68A-27.003) - No person shall take, possess, or sell any threatened species included in this subsection or parts thereof or their nests or eggs except as authorized by Commission rule or by permit from the Commission or when such conduct is authorized in a management plan as defined in this Chapter and approved by the Commission, or as authorized in Commission-approved guidelines.

### **Fish:**

1. Blackmouth shiner (*Notropis melanostomus*),
2. Bluenose shiner (*Pteronotropis welaka*),
3. Crystal darter (*Crystallaria asprella*),
4. Key silverside (*Menidia conchorum*),
5. Saltmarsh topminnow (*Fundulus jenkinsi*),
6. Southern tessellated darter (*Etheostoma olmstedii maculaticeps*).

### **Amphibians:**

1. Florida bog frog (*Lithobates okaloosae*),
2. Georgia blind salamander (*Eurycea wallacei*).

### **Reptiles:**

1. Barbour's map turtle (*Graptemys barbouri*),
2. Florida brownsnake (*Storeria victa*); lower Keys population only,
3. Florida Keys mole skink (*Plestiodon egregius egregius*),
4. Florida pine snake (*Pituophis melanoleucus mugitus*),
5. Gopher tortoise (*Gopherus polyphemus*). [not permitted under this office Contact the Gopher Tortoise Program at (850) 921-1030 for additional information
6. Key ringneck snake (*Diadophis punctatus acricus*),
7. Rim rock crowned snake (*Tantilla oolitica*),
8. Short-tailed snake (*Stilosoma extenuatum*)

### **Birds:**

1. American oystercatcher (*Haematopus palliatus*),
2. Black skimmer (*Rynchops niger*),
3. Florida burrowing owl (*Athene cunicularia floridana*),
4. Florida sandhill crane (*Antigone canadensis pratensis*),
5. Least tern (*Sternula antillarum*),
6. Little blue heron (*Egretta caerulea*),
7. Marian's marsh wren (*Cistothorus palustris marianae*),
8. Reddish egret (*Egretta rufescens*),
9. Roseate spoonbill (*Platalea ajaja*),
10. Scott's seaside sparrow (*Ammodramus maritimus peninsulae*),
11. Snowy plover (*Charadrius nivosus*),
12. Southeastern American kestrel (*Falco sparverius paulus*),
13. Tricolored heron (*Egretta tricolor*),
14. Wakulla seaside sparrow (*Ammodramus maritimus juncicola*),
15. White-crowned pigeon (*Patagioenas leucocephala*),
16. Worthington's marsh wren (*Cistothorus palustris griseus*).

### **Mammals:**

1. Big Cypress fox squirrel (*Sciurus niger avicennia*),
2. Everglades mink (*Neovison vison evergladensis*),
3. Sanibel rice rat (*Oryzomys palustris sanibeli*),
4. Sherman's short-tailed shrew (*Blarina shermani*),

### **Crustaceans:**

1. Black Creek crayfish (*Procambarus pictus*),
2. Santa Fe crayfish (*Procambarus erythrops*).

Permit requirements per 68A-27.007, F.A.C.:

**Incidental take:** Incidental take: The Commission may issue permits authorizing incidental take of State-designated Threatened Species upon a conclusion that the following permitting standards have been met: the standards for species that have a permitting standard for incidental take in Rule 68A-27.003, F.A.C., take precedence; for all other State-designated Threatened Species, the permit may be issued when there is a scientific or conservation benefit and only upon a showing by the applicant that the permitted activity will not have a negative impact on the survival potential of the species. Factors which shall be considered in determining whether a permit may be granted are:

1. The objectives of a federal recovery plan or a state management plan for the species sought to be taken;
2. The foreseeable long range impact over time if take of the species is authorized;
3. The impacts to other fish and wildlife species if take is authorized;
4. The extent of injury, harm or loss of the species;
5. Whether the incidental take could reasonably be avoided, minimized or mitigated by the permit applicant;
6. Human safety; and,
7. Other factors relevant to the conservation and management of the species.

For Threatened Species **take** is defined as – to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture, or collect, or to attempt to engage in such conduct. The term “harm” in the definition of take means an act which actually kills or injures fish or wildlife. Such act may include significant habitat modification or degradation where it actually kills or injures wildlife by significantly impairing essential behavioral patterns, including breeding, feeding or sheltering. The term “harass” in the definition of take means an intentional or negligent act or omission which creates the likelihood of injury to wildlife by annoying it to such an extent as to significantly disrupt normal behavioral patterns which include, but are not limited to, breeding, feeding or sheltering.

**Incidental take** is defined as - any taking [as defined above] otherwise prohibited, if such taking is incidental to, and not the purpose of the carrying out of an otherwise lawful activity.

**Species of Special Concern** (as designated in 68A-27.005, F.A.C.) - No person shall take, possess, transport, or sell any species of special concern included in this subsection or parts thereof or their nests or eggs except as authorized by permit from the executive director, permits being issued upon reasonable conclusion that the permitted activity will not be detrimental to the survival potential of the species. For purposes of this section, the definition of the word take in [Rule 68A-1.004](#), F.A.C., applies. The term shall include taking, attempting to take, pursuing, hunting, molesting, capturing, or killing any wildlife or freshwater fish, or their nests or eggs by any means whether or not such actions result in obtaining possession of such wildlife or freshwater fish or their nests or eggs.

**Fish:**

1. Harlequin darter (*Etheostoma histrio*)

**Reptiles:**

1. Alligator snapping turtle (*Macrochelys temminckii*)

**Birds:**

1. Osprey (*Pandion haliaetus*); Monroe County population only

**Mammals:**

1. Homosassa shrew (*Sorex longirostris eonis*),
2. Sherman’s fox squirrel (*Sciurus niger shermani*)

**Crustaceans:**

1. Panama City crayfish (*Procambarus econfinae*)