



**WASHINGTON COUNTY
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
CHECKLIST FORM**

CONSULTANT/SURVEYOR: _____ CONTACT PERSON: _____

PROJECT NAME: _____

PROJECT LOCATION: _____

PARCEL REFERENCE: TAX MAP _____ GRID _____ PARCEL NO. _____

OWNER(S) NAME: _____

OWNER(S) ADDRESS: _____

Preliminary and Final Forest Conservation Checklist

(These are the minimum requirements; additional information may be required.)

INSTRUCTIONS TO ENGINEER/SURVEYOR: In the column identified as “Engineer/Surveyor”, mark whether the item is included (√) or not applicable (N/A) and the page number(s) of the plat where it is located.

Section	Ordinance Requirements	Engineer/ Surveyor 1 st Review	Engineer/ Surveyor 2 nd Review	Staff 1 st Review	Staff 2 nd Review	Review Key: √ - OK I - Incomplete N/A - Not Applicable U - Unacceptable ENTER ENGINEERS AND STAFF COMMENTS IN THIS COLUMN
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Preliminary FCP:

6.2	Approved Forest Stand Delineation					
6.2	Net tract area					
6.2	Area of forest conservation required					
6.2	Area of forest conservation that the applicant proposes to provide, including both onsite and offsite areas					
6.2	Clear graphic indication of the forest conservation provided on the site drawn to scale, showing areas where retention of existing forest or afforestation or reforestation is proposed					
6.2	Explanation of how provisions in Section 6.1 A and B of Forest Conservation Ordinance have been met					
6.2	In cases of afforestation or reforestation, include a proposed afforestation or reforestation plan					

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6.2	Proposed construction timetable showing the sequence of forest conservation procedures					
6.2	Proposed limits of disturbance					
6.2	Proposed stockpile areas					
6.2	Proposed 2-year installation and maintenance that shows how areas designated for afforestation or reforestation will be installed and maintained to ensure protection and satisfactory establishment and indicates the responsible parties					
6.2	All information required in the Washington County Forest Conservation Technical Manual					
6.2	Drawn to same scale as plan it accompanies					
Planning Dept.	Any variances or modifications to plan (determined by Board of Zoning Appeals, Planning Commission, etc.) referenced in form of note					
Planning Dept.	Any other information required by the Forest Conservation Ordinance and the Forest Conservation Manual					

Final FCP:

6.3	Proposed locations and types of protective devices to be used during construction activities to protect trees and forests designated for conservation					
6.3	In the case of afforestation or reforestation, include an afforestation or reforestation plan, with a timetable and description of needed site and soil preparation, species, size, and spacing to be used					
6.3	Binding 2-year installation and maintenance agreement as applicable and described in C.O.M.A.R. 08.19.05.01 that details how the areas designated for afforestation/reforestation will be maintained to ensure protection and satisfactory establishment including:					

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6.3	Watering plan					
6.3	Reinforcement planting provision if survival rates fall below required standards					
6.3	Indication of parties responsible for installation and maintenance of the site including a current phone number and address					
6.3	Statement that the 2-year maintenance period shall not begin until after it has been determined by Washington County that the afforestation or reforestation have been completed according to the approved FCP					
6.3	Amount of financial security to be provided before issuance of a Use and Occupancy permit					
6.3	Incorporate a long-term binding protective agreement as applicable and described in C.O.M.A.R. 08.19.05.02 that:					
6.3	Provides protection for areas of forest conservation, including areas of afforestation, reforestation, and retention					
6.3	Limits uses in areas of forest conservation to those uses that are designated and consistent with forest conservation					
6.3	Must be recorded in the Land Records of Washington County with or on the final plat of subdivision or, in cases where no subdivision occurs, as a covenant or other form of deed restriction					
6.3	Elements required under Section 6.2A (2)-(5), (7)-(9), and (11) of Forest Conservation Ordinance					
Planning Dept.	Any variances/modifications to plan (determined by BZA, PC, etc.) referenced in form of note					
Planning Dept.	Note stating that, "As tree tubes or shelters may eventually hinder the growth of or kill the tree, tree shelters should be removed after the tree is well established or no more than 5 years after planting."					
Planning Dept.	All other info required by the Forest Conservation Ord. & Forest Technical Manual					

Additional Staff Comments:

Additional Engineer/Surveyor Comments:

INSTRUCTIONS TO ENGINEER/SURVEYOR: This checklist will be used to review your submission. Once the plat has been reviewed, planning staff will return this form to you so comments can be addressed. When comments have been completed, return this form along with the appropriate number of revisions to the planning staff.

STATEMENT

I (consultant/surveyor) conclude that this checklist is completed and the information provided is correct.

Signature: _____

Date: _____