



DEPARTMENT OF PLANNING & ZONING

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Preliminary and Final Forest Conservation Checklist

PROJECT INFORMATION*

CONSULTANT/SURVEYOR:				
CONTACT PERSON:				
PROJECT NAME:				
LOCATION:				
TAX MAP:	BLOCK:	PARCEL:	LOT:	TAX ACCOUNT ID #:
OWNER(S) NAME:				
OWNER(S) ADDRESS:				

*ALL FIELDS ARE REQUIRED

CHECKLIST INSTRUCTIONS

This checklist will be used to review your submission. Once the submission has been reviewed, planning staff will return this form to you so comments can be addressed. When any staff comments have been addressed, return this form with your electronic submission.

Please note: These are the minimum requirements; additional information may be required.

In the column identified as "Consultant/Surveyor", use the review key below to mark whether the item is included or not applicable and the page number(s) of the plat where it is located.

REVIEW KEY FOR THIS CHECKLIST: ✓ = OKAY, I = INCOMPLETE, N/A = NOT APPLICABLE AND U = UNACCEPTABLE

PRELIMINARY FOREST CONSERVATION PLAN (FCP) CHECKLIST:

Section	Ordinance Requirements	Consultant/Surveyor 1 st Review	Consultant/Surveyor 2 nd Review	Staff 1 st Review	Staff 2 nd Review	Comments
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					

Section	Ordinance Requirements	Consultant/Surveyor 1 st Review	Consultant/Surveyor 2 nd Review	Staff 1 st Review	Staff 2 nd Review	Comments
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 or 3-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					
8.1, 8.2	Priority retention areas left in an undisturbed condition unless the applicant has demonstrated, to the satisfaction of the Department, that reasonable efforts have been made to protect them and the project or development plan cannot be reasonably altered					
9.2	Upon meeting the reforestation and afforestation requirements, all unforested riparian buffers on site shall be afforested and reforested					
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 FOREST CONSERVATION PLAN (FCP) CHECKLIST:

Section	Ordinance Requirements	Consultant/Surveyor 1 st Review	Consultant/Surveyor 2 nd Review	Staff 1 st Review	Staff 2 nd Review	Comments
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 or 3-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:					
6.3	Watering, fertilizing, control of competing vegetation, protection from diseases, pests and mechanical injury					
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 or 3-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					

Section	Ordinance Requirements	Consultant/Surveyor 1 st Review	Consultant/Surveyor 2 nd Review	Staff 1 st Review	Staff 2 nd Review	Comments
6.3	Amount of financial security to be provided before approval of the final forest conservation plan					
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					
8.1, 8.2	Priority retention areas left in an undisturbed condition unless the applicant has demonstrated, to the satisfaction of the Department, that reasonable efforts have been made to protect them and the project or development plan cannot be reasonably altered					
9.2	Upon meeting the reforestation and afforestation requirements, all unforested riparian buffers on site shall be afforested and reforested					

Section	Ordinance Requirements	Consultant/Surveyor 1 st Review	Consultant/Surveyor 2 nd Review	Staff 1 st Review	Staff 2 nd Review	Comments
17.1	Report data included in 17.1 B, C, D, E,					
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 CONSULTANT/SURVEYOR COMMENTS:

CONSULTANT SURVEYOR STATEMENT

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

Signature: _____

Date: _____

Revised 9-28-2026