

Howard County Department of Planning and Zoning
Division of Land Development
FOREST CONSERVATION APPLICATION

Project Name: _____ DPZ File No. _____

Project Type: _____ Major Subdivision
_____ Minor Subdivision
_____ Other Division _____
_____ Site Development Plan
_____ Grading Permit/Building Permit
Submission: _____ Forest Stand Delineation (checklist attached)
_____ Forest Conservation Plan (checklist attached)

Tax Map _____ Grid/Block No. _____ Parcel/Lot _____ Road Name/Address _____

Election District _____ Deed or Recording Reference _____ Yes or No
Property within Planned Public Water and Sewer Service Area

MDE 12-digit Watershed (numerical listing) _____ Sub-Watershed _____

Existing Land Use _____ Proposed Land Use _____

Zoning _____ No. of Lots _____ No. of Units _____ No. of Parcels _____ No. of Acres (total) _____

OWNER (Fee Simple Only)

(Name)

(Address)

(City, State, Zip Code)

(Telephone) _____ (Fax)

(e-mail)

DEVELOPER/CONTRACT PURCHASER

(Name)

(Address)

(City, State, Zip Code)

(Telephone) _____ (Fax)

(e-mail)

FOREST CONSERVATION CONSULTANT

(Name)

(Address)

(City, State, Zip Code)

(Telephone) _____ (Fax)

(e-mail)

SURVEYOR/ENGINEER

(Name)

(Address)

(City, State, Zip Code)

(Telephone) _____ (Fax)

(e-mail)

Forest Consultant's Signature _____ Date _____

Owner's/Developer's Signature _____ Date _____

Contact Person: _____

FOREST CONSERVATION DATA SUMMARIES

Forest Conservation Data Summary charts are available on the DPZ website at:
<https://www.howardcountymd.gov/planning-zoning/plan-submissions>

OPTION 1: FEE-IN-LIEU		FOREST CONSERVATION DATA SUMMARY	
File Number:		Project/Subdivision Name:	
Fee-In-Lieu Amount:		Net Tract Area:	Cash Receipt No. *:
12-digit Watershed Number:			
Comment: _____ Fee-In-Lieu for _____ acres of Reforestation or Afforestation (specify which is applicable)			
* To be completed by DPZ staff			

OPTION 2: EXEMPT/DOI		FOREST CONSERVATION DATA SUMMARY	
File Number:		Project/Subdivision Name:	
12-digit Watershed Number:			
Regulation Section: _____ (provide Regulation reference and a brief description of the applicable exemption or DOI)			

OPTION 3: PREVIOUSLY ADDRESSED (including use of a FC Bank)		FOREST CONSERVATION DATA SUMMARY	
File Number:		Project/Subdivision Name:	
12-digit Watershed Number:			
Comment: _____ Addressed by _____ (provide file number and project/subdivision name)			

OPTION 4: ON-SITE/OFF-SITE PLANTING AND RETENTION		FOREST CONSERVATION DATA SUMMARY			
File Number:		Project/Subdivision Name:			
Net Tract Area <i>Net tract area under review</i>	Area of Floodplain unforested forested total		Existing Forest <i>Forest in net tract area minus floodplain</i>	Cleared Forest All forest cleared including floodplain	
Retained Forest <i>Retained forest minus floodplain onsite offsite total</i>	Planted Forest onsite offsite total		Long Term Protection <i>Total amount of forest planed into LTP</i>	Surety Amount Posted <i>Total amount of surety posted</i>	
In-Lieu Fees Amount Collected	Forested Stream Buffers Linear Length Acreage		Planted Stream Buffers Linear Length Acreage	Amount of Forest Retained but not within an Easement	
12-digit Watershed Number:					

OPTION 5: FOREST MITIGATION BANK		FOREST CONSERVATION DATA SUMMARY			
File Number:		Project Name:			
Net Tract Area	Area of Floodplain unforested forested total		Retained Forest <i>Retained forest minus floodplain</i>	Planted Forest	
Forested Stream Buffers Linear Length Acreage	Planted Stream Buffers Linear Length Acreage		Long Term Protection <i>Total amount of forest planed into LTP</i>	Surety Amount Posted <i>Total amount of surety posted</i>	
12-digit Watershed Number:					

Howard County Department of Planning and Zoning
FOREST STAND DELINEATION PLAN AND NARRATIVE CHECKLIST

The forest stand delineation plan submittal shall include the information listed below. Additional information about these requirements may be found in the Howard County Forest Conservation Manual. For more information or questions, contact DPZ at (410) 313-2350.

Plan applications are available on the DPZ website at <https://www.howardcountymd.gov/planning-zoning/plan-submissions>.

Indicate: ✓ - if provided **N/A** – if not applicable **X** – if not provided with justification

1. ***Forest Stand Delineation Plan Sheet***

The plan shall be at the same scale and sheet size (24" x 36") as the associated subdivision or site development plan and shall show the following information:

- a. North arrow.
- b. Gross area of the site and property boundaries with metes and bounds description, if applicable.
- c. Existing topographic information at same interval as the associated plan.
- d. Area of 100 year floodplain and net tract area of site.
- e. Current forested and unforested areas, forest stand locations, and tree lines extending off-site.
- f. State Champion trees, trees 75% of the size (diameter) of State champion trees and trees 30" in diameter or larger. **Advisory:** The removal of any State Champion, trees 75% of the size (diameter) of State champion trees and specimen trees, and trees 30" in diameter or larger, and other forest resources associated with a historic site require the processing and approval of an Alternative Compliance application of Section 16.1205(a)(3) of the Howard County Code.
- g. Steep slopes: 25% and greater and 15% - 25%. Provide area of steep slopes 25% or greater.
- h. Provide notes/information on critical habitats of rare, threatened or endangered species. Also, provide notes/information on presence or absence of trees, shrubs, plants or animals identified as rare, threatened or endangered. If a project site is located wholly or partially within a Sensitive Species Project Review Area, the submittal must include a comment letter from the Maryland Department of Natural Resources, Natural Heritage Program.
- i. Perennial and intermittent streams and required 50', 75' or 100' stream buffers.
- j. Soils, and indicate soils with an erodibility index (K) value greater than 0.35 on slopes of 15% or more; or hydric soils.
- k. Non-tidal wetlands and required 25' buffers.
- l. Existing buildings and structures including walls and fences, roads and trails, utilities and easements. **Note: proposed uses and improvements are not to be shown.**
- m. Adjacent land uses and zoning designation.
- n. Historic structures or other historic resources, including trees and cemeteries.
- o. Other significant vegetation (e.g. hedgerows, tree rows, ornamental plantings).

- p. Other significant natural or man-made features (e.g. quarries, springs, ponds, rock out-crops, rubble landfills, dumps or disposal areas, etc.).
- q. Signature/seal of preparer of plan. (State DNR qualified professional who is also a certified arborist, landscape architect, urban forester)
- r. Site vicinity map. The map shall include the location of the site within a square mile indicating **major roads, land uses and forest cover**. (Source: County topographic maps). Maps may be prepared at 1"=1,000' or 1"=600' scale.
- s. MDE 12-Digit Watershed number.
- t. Agricultural best management practices designed to convey water above or below ground (diversions, grassed or lined waterways, irrigation systems, pipelines, subsurface drains or underground outlets).
- u. Howard County Green Infrastructure Network

2. ***Classification of Forest Stands and Other Vegetation***

All on-site vegetation shall be classified by plant community types as obtained by field observation. Individual communities must be identified on the forest stand delineation plan sheet. See Section 2.2.3 of the Forest Conservation Manual.

3. ***Forest Stand Analysis Tables***

Data collected by the field observation shall be tabulated and summarized for each forest stand. See Section 2.2.4. of the Forest Conservation Manual. Completed tables in accordance with Appendix C of the Forest Conservation Manual are attached.

4. ***Specimen Trees and Historic Trees Table***

Data collect by the field investigation shall also be tabulated and summarized for specimen trees and historic trees. Each tree should be marked in the field with an aluminum tag or a similar device that records the tree species and DBH. See Section 2.2.5 of the Forest Conservation Manual.

5. ***Forest Stand Delineation Narrative***

A written summary describing each vegetative community including: forest structure stand condition; relationship to other environmental features; typical cover; Habitat value; retention priority areas; potential problems and relationship to off-site forest. Please note priority areas listed in Section 16.1205. See Section 2.2.6 of the Forest Conservation Manual.

6. ***Fees***

The fees for FSD plans are assessed in conjunction with the associated subdivision or site development plan submission fees.

Howard County Department of Planning and Zoning
FOREST CONSERVATION PLAN CHECKLIST

The forest conservation plan submittal shall be at the same scale and sheet size (24" x 36") as the associated subdivision or site development plan and shall include the information listed below. Additional information about these requirements may be found in the Howard County Forest Conservation Manual. For more information or questions, contact DPZ at (410) 313-2350. The Forest Conservation Manual may be found online at <https://www.howardcountymd.gov/planning-zoning/plan-submissions>

Indicate: ✓ - if provided N/A – if not applicable X – if not provided with justification

1. ***Forest Conservation Plan Sheet(s)***

- a. **Provide all the same information shown on the FSD.**
- b. Boundaries of submission with metes and bounds description.
- c. Tabulation of gross and net tract area.
- d. Existing and proposed topography at same interval as the associated plan.
- e. Environmentally sensitive areas, including Green Infrastructure Network, critical habitat, floodplains, steep slopes, ponds, streams, stream buffer areas, wetlands and their buffers. Provide acreage or square footage for each area.
- f. Boundaries of any proposed open space areas, size in acreage or square feet.
- g. Existing and proposed site improvements (roads, lots, structures, stormwater management practices or devices, community sewage disposal areas, etc.).
- h. Delineation of all existing forest areas and other trees to be retained, size in acreage or square feet, including delineation of historic and specimen trees to be retained and the critical root zone of each tree. Note, if any forest retention areas need selective clearing and supplemental planning to address invasive exotic species.
- i. Delineation of all existing forest areas and other trees to be cleared, size in acreage or square feet.
- j. Location and extent of any reforestation or afforestation plantings, size in acreage or square feet.
- k. Species and planting methods for reforestation and afforestation, i.e. **a replanting plan. May be preliminary or conceptual until Final/SDP.**
- l. Limits of disturbance lines and all protective measures and management techniques (including easements) to maintain the environmental integrity of all forest, historic and specimen tree retention, reforestation or afforestation areas created by the plan.
- m. The proposed easements should show boundary lines and include a label plus size for each. Include bearings and distances and designate the type of FCE (retention, reforestation or afforestation). Include the length and average width of stream buffers located within these easements.
- n. Signature/seal of plan preparer. (State DNR qualified professional who is also a certified arborist, landscape architect, urban forester)

- o. Typical plant, sign and fence details and their delineation on the plan. FCE signs must be spaced 50' to 100' around the entire limit of the FCE.
- p. Include forest conservation surety note.
- q. Show and label all specimen trees to be retained and/or to be removed.
- r. Protective measures and management techniques to maintain the environmental integrity of all forest, historic and specimen tree retention, reforestation or afforestation areas created by the plan.
- s. MDE 12-Digit Watershed number.
- t. Provide an indicating note with the amount of forest that is saved but represented within the Forest Conservation Worksheet as to be cleared or removed.
- u. Agricultural best management practices design to convey water above or below ground (diversions, grassed or lined waterways, irrigation systems, pipelines, subsurface drains, or underground outlets).

2. **Forest Conservation Plan Worksheet**

- A completed forest conservation plan worksheet in accordance with Appendix C of the Forest Conservation Manual. Please show worksheet on the plan and provide a separate letter-size worksheet. An electronic version of the worksheet is available online at <https://www.howardcountymd.gov/planning-zoning/plan-submissions>
- Supplement to worksheet.

3. **Additional Documentation**

- a. Written narrative explaining reasons for any clearing, justifying for non-conformance to retention priorities or to location priorities for reforestation or afforestation, justifying reforestation or afforestation methods proposed, and any proposed off-site location for retention, reforestation or afforestation.
- b. Construction period protection and management program (refer to Section 4.1 – 4.1.3 of the FC Manual).
- c. Post construction protection and management program (refer to Section 4.1.4 – 4.2.3 of the FC Manual).
- d. Request for payment of fee-in-lieu of afforestation or reforestation with sufficient written justification. Fee-in-lieu requests must demonstrate that compliance with forest conservation requirements on-site or off-site cannot be reasonably accomplished. Attach completed fee-in-lieu form with plan submission. Refer to Section 3.11 of the Forest Conservation Manual. This form is available online at <https://www.howardcountymd.gov/planning-zoning/plan-submissions>
- e. Declaration of Intent for exemptions (if applicable). Attach completed and notarized DOI forms with plan submission. DOI forms are available online at <https://www.howardcountymd.gov/planning-zoning/plan-submissions>
- f. Written request for a variance of Forest Conservation Program requirements or to defer, phase or seek alternative compliance with Forest Conservation Program requirements, if applicable. Procedures for requesting variances are given in Figure 5-1 of the Forest Conservation Manual.





4. ***Off-Site Reforestation Plan or Afforestation Plan (if applicable)***

- a. Written justification for proposed off-site location for reforestation or afforestation.
- b. Plan of off-site property with location and size of areas to be planted; planting plan depicting species and methods to be used to implement reforestation or afforestation; and protective measures and management technique.
- c. Provide legal documentation (written agreement, executed contract, etc.) for right to use off-site location, including all necessary easements and restrictions to be recorded.
- d. Paper plat of off-site location showing off-site easement.

5. **Fees**

The fees for the Forest Conservation Plan are assessed in conjunction with the associated subdivision or site development plan submission fees.

STANDARD FOREST CONSERVATION PLAN SHEET

 1/2" Border					
1/2" Border 	NORTH ORIENTED TO TOP OF PLAN			<u>LEGEND</u>	VICINITY MAP (sheet 1 only)
	ALL FOREST CONSERVATION PLAN SHEETS MUST BE 24" X 36" IN SIZE			GENERAL NOTES	
				1. _____ 2. _____ 3. _____ 4. _____ 5. _____	
			FOREST CONSERVATION WORKSHEET		1/2" Border 
STANDARD COUNTY SIGNATURE BLOCKS	QUALIFIED PROFESSIONAL SIGNATURE NAME AND ADDRESS	OWNER/DEVELOPER NAME AND ADDRESS	TITLE BLOCK (All sheets)		
	TELEPHONE NUMBER (All Sheets)	SEAL	TELEPHONE NUMBER (All Sheets)	Sheet ____ of ____	
		(All sheets)			
 1/2" Border					

