

Planning and Development Dept. – Permit Application Center

P.O. Box 11706, or 155 Johnston St.
Rock Hill, SC 29731-1706
Phone: 803-329-5590 Fax: 803-329-7228
www.cityofrockhill.com



TREE AND VEGETATION PROTECTION APPLICATION & CHECKLIST

No removal of existing vegetation on a parcel of land or development site shall occur prior to issuance of the appropriate permits. If not sure which permits apply, check with the PAC and/or review the Rock Hill Zoning Ordinance.

The applicant and his agent [Design Professional/Primary Contact], by submitting this application confirm that he/they have read and understand the current City of Rock Hill Zoning Ordinance pertaining to the clearing or removal of any plant material described therein, and the terms and requirements relative to Rock Hill tree and vegetation removal and replacement standards. **The applicant and his agent** agree to follow the City of Rock Hill Zoning Ordinance, including the Tree Survey and Canopy Retention Standards, Heritage Tree Program and other required tree mitigation and landscape standards therein.

Owner Signature: _____ **Date:** _____

Agent Signature: _____ **Date:** _____

Project Name: _____

Project Address or Location: _____

Background Information:

Existing tree cover (estimate) _____ Amount of Clearing (estimate) _____

Current Zoning: _____ Current Use: _____

Proposed Zoning: _____ Proposed Use: _____

Project Description: _____

Design Professional / Primary Contact Information:

Name: _____ Title: _____

Company: _____

Address: _____

Phone: _____ Fax: _____ Email Address: _____

Project Information:

Plan No. _____

If the project requiring tree/vegetation protection has been assigned a project/plan # by the Permit Application Center, enter it above.

Otherwise, complete the following:

Parcel Number(s): _____ Size (acres): _____

Property Owner(s): _____

Address: _____

Phone: _____ Fax: _____ Email Address: _____

APPLICATION and Checklist Information MUST be completed in full prior to review. To expedite your application, please provide the information on the following page as accurately as possible.

FOR OFFICE USE ONLY: Date Filed : _____ Complete?: ___ If incomplete, returned: _____
[] Forms/Docs Attached: _____
[] Rejected: [] Approved [] Conditional Approval/or Exemption: _____
Reviewed by: _____ Date: _____ Comments: _____

TREE AND VEGETATION PROTECTION – Application and Checklist [Cont.]:

To help expedite your application, please provide the following information. This will help our staff review your application in a timelier manner. **This information is important for both the City of Rock Hill and the applicant**, to help understand and meet the requirements set forth in the current zoning ordinance. Please provide:

1. Tree survey prepared at the same scale as your site plan
2. Include a tree inventory (number each tree, identify it, and include the diameter at breast height (d.b.h.)
3. Identify the presence of any 'Heritage Tree(s)'
4. Identify on your site plan any area of disturbance, the location of 'Tree Protection Fencing' **AND** a City-approved 'Tree Protection Fencing' detail
5. Show all utility locations, lines & easements on site plan, both existing and proposed
6. Estimate of tree canopy removal and tree canopy retention
7. Identify on your site plan **ALL** proposed construction
8. Provide a landscape plan prepared at the same scale as your site plan and according to the City of Rock Hill current zoning ordinance, Section 6 – 300, including calculations of the required landscape standards **AND** the proposed landscape planting rates. **Checklist:** Your landscape plan should include, but is not limited to, the following:
 - a. Tree survey, inventory and protection as in #1-4 above
 - b. Existing trees to be maintained and their credit calculations, if any
 - c. Required landscape minimums via current CRH Zoning Ordinance
 - d. Proposed landscape planting rates
 - e. Where applicable, address the following:
 - i. vehicular use area landscaping Section 6-300(E)
 - ii. perimeter buffers, Tables 6-300(F)(1) and (F)(2)
 - iii. streetscape landscape standards, Table 6-300(G)
 - iv. required screening, Section 6-300(H)
 - v. fencing, landscape screening Section 6-400
 - vi. environmentally sensitive land Section 6-500
 - vii. open space standards Section 6-600
 - viii. community design standards Section 6-800

Reference: Current Rock Hill Zoning Ordinance available in Planning and Development Dept. or on the internet at <http://www.cityofrockhill.com>, and Article 6-1100, Appendix 6-A, Plant List. Refer specifically to current Zoning ordinance, Article 6, Development and Design Standards, Sect. 6-300 (C) General Requirements for Landscaping (1) Landscape Plan.

Please read the complete zoning ordinance and especially these Articles which reference Tree and Vegetation Protection. Before any land disturbing occurs, remember:

1. **Tree Inventory:** Prior to Beginning Any Tree Clearing, Development Work, or Land Disturbance: the owner of land subject to this section shall prepare and submit an inventory of trees on the parcel. All tree surveys for lots larger than one (1) acre in size shall be prepared by a licensed landscape architect, surveyor, arborist, registered forester, or engineer registered in the state and shall have an accuracy of plus or minus three (3) feet. In no case shall less than the percentage of the existing tree canopy indicated in Table 6-200(C), *Tree Canopy Retention Standards*, be retained on a parcel of land during any tree clearing or development process.
2. **Tree Protection Zone:** For purposes of this section, the area containing the canopy and critical root zones of trees composing the existing tree canopy to be retained shall be known as the "Tree Protection Zone." Prior to the approval of a Zoning Permit (see Section 2-300(O)), all Tree Protection Zones shall be identified for protection in a form acceptable to the City Attorney, and shall be areas where the existing tree canopy will be maintained, and where buildings and structures can not be located. The Tree Protection Zone shall be depicted on the Preliminary Plat for Subdivision (see Section 2-300(I)(5)(b)), Site Plan (see Section 2-300(H)), or PD Master Plan (see Section 2-300(B)), whichever is appropriate. The Tree Protection Zone shall also be depicted on the Final Plat for Subdivision (See Section 2-300(I)(5)(f)) if it is required prior to development.