

NATURAL RESOURCES APPLICATION

FOR A

MASTER SUBDIVISION LANDSCAPE PLAN PERMIT



Hillsborough County
Florida

The enclosed documentation contains information requiring completion prior to applying for a building permit to construct a single family/duplex residence. The forms contained in this packet aside from the permit application may not in their entirety be applicable to your situation. Please be informed, however, all applicable forms inclusive of the permit application & Application Sufficiency Checklist **must be completed in their entirety to consider the application sufficient for review.** Any questions you may have can be addressed to the Natural Resources, Development Services Department at 601 E. Kennedy Blvd, Tampa, FL 33602 (phone 813-272-5920).

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MASTER SUBDIVISION LANDSCAPE PLAN DESCRIPTION

The Master Subdivision Landscape Plan (MSLP) is a mechanism applicable to platted improved subdivisions with lots sizes designed to meet RSC-4 to RSC-10 standards. The concept of the MSLP is to consolidate the review of land alteration and landscape activities for protected tree and other vegetation lots to enable the issuance of a single permit which can be utilized for specified subdivision lots when submitting applications for single family building permits. A minimum of ten (10) or more lots within the subdivision will qualify for a MSLP permit application request.

The MSLP permit is very similar to the Blanket Landscape Permit with one principal difference. The Blanket Landscape Permit only applies to improved subdivisions which **do not** retain protected existing trees and other vegetation. Despite this difference, the issuance of a MSLP permit as the Blanket Landscape Permit provides the builder with the convenience to include a copy of an issued MSLP permit with the submittal of a subdivision lot's building permit application. With the exception of model home lots, the MSLP permit avoids the need to apply for an independent, conventional single family land alteration/landscaping permit at the time the building permit application is submitted.

An issued MSLP permit, as the conventional single family land alteration/landscaping permit, will require the applicant to address tree and other vegetation preservation considerate of grading elevation requirements of the subdivision Lot Grading Plan. It will also account and address requirements for (1) tree replacement, (2) lot tree landscaping, (3) street tree landscaping, (4) perimeter buffer landscaping and (5) wetland setbacks.

APPLICATION REVIEW PROCEDURES & GUIDELINES

- Site review the submitted MSLP for the tree resource and other vegetation for lots identified within the application. To assist with field orientation, the applicant will need to field survey and identify the front corners of the lot as well as the center point of the lot's buildable pad area.
- Evaluate the applicant's proposal for tree and other vegetation preservation, inclusive of applicable special design techniques (i.e. tree wells, retaining wells, aeration systems, grade dishing, etc.) Evaluate trees for condition and render a decision to accept or not accept the applicant's preservation proposal.
- Confirm design modifications to the land topography are conducive to tree and other vegetation preservation but do not create adversities to stormwater drainage features (i.e. swales and other surface water conveyances).
- Preservation of trees within and between the buildable pad areas will not be expected for lots ranging in size from 7,000 square feet or less unless the side yard setback is 7.5 feet. In these instances, judgment will be rendered to preserve significant tree species 8" DBH or less in trunk diameter between buildable pad areas.
- Preservation of trees within the buildable pad areas for lots greater than 7,000 square feet will not be expected with the exception of significant trees identified within the first 10 feet from the buildable pad area's front **or** rear yard setback line. Identification of significant trees in these locations may enable their preservation subject to the extent of home improvements identified on a building permit application. The inability to preserve these trees will require an application for a tree removal permit. The issued tree removal permit must be appended to the MSLP permit to assist with a lot's final compliance inspection. Significant trees 8" DBH or less in trunk diameter located within the lot's 7.5 feet side yard setback and between the buildable pad areas may also require preservation.
- Upon approval of the MSLP a permit will be prepared for issuance subsequent the Final Plat administrative approval process and once protective barricade installation has been approved through the Natural Resources office. The permit will account for tree and other vegetation preservation, tree replacement, required lot trees, required street trees and required perimeter buffer landscaping for each lot identified on the MSLP. The MSLP permit will be issued to the applicant for subsequent distribution to the home builder.
- A \$145 per lot fee will be assessed for the MSLP permit which will be payable at time of the building permit application.

**HILLSBOROUGH COUNTY NATURAL RESOURCES APPLICATION
FOR THE MASTER SUBDIVISION LANDSCAPE PLAN PERMIT**

Date Submitted:	Application (MSLP)
TO BE COMPLETED BY APPLICANT(S): The Owner or Authorized Agent hereby applies for a Permit for the purpose of performing the following activity(ies). (Mark as applicable):	
	Tree Removal (number, trunk diameter, type):
	Grubbing (type of vegetation):
	Clearing (type of vegetation):
	Grading
	Excavating (cubic yards to be removed off-site):
	Filling (type, source and cubic yards):
	Required Landscaping:
Reason(s) for activity(ies) (Mark as applicable)	
	Subdivision Infrastructure Development
	Subdivision Lot Development (Specify by Block and Lot)
	Master Subdivision Landscape Plan Development
	Tree Transplanting (on a separate sheet, indicate the proposed transplanting methods)
	Other (Specify):
ZONING INFORMATION	
Is this property being rezoned? [] YES [] NO. If yes, to what zoning district? _____ _____	
Zoning Petition Number: _____	
Current land use of property: _____	
Have you been counseled by a Development Services Department staff member? [] YES [] NO. If yes, by whom? _____	
Any zoning or code violation? [] YES [] NO. If yes, what is the nature of the violation? _____ _____	
CEB Case #	

Address of Property:			
Subdivision Name:		Block:	Lot:
Section/Township/Range:		Folio #	
Directions to Property:			
Contact's E-mail Address:			
Owner's Name (Print)		Telephone:	
Address	City	State	Zip Code
Applicant's Name (Print, if other than Owner)		Telephone:	
Address	City	State	Zip Code
Person, Firm or Corporation to physically conduct the land alteration/tree removal activity:			Telephone:
Address	City	State	Zip Code
<p>I HEREBY CERTIFY that this application, as well as any plans, tree survey, and environmentally sensitive area delineation submitted herewith, are a true representation of all facts concerning the proposed land alteration/tree removal/landscaping activity(ies). This application is made with my approval as Owner or Authorized Agent for the Owner, as evidenced by my signature below. FOR THE DURATION OF THE NATURAL RESOURCES PERMIT, IF ISSUED, I ASSUME LEGAL RESPONSIBILITY FOR ANY AND ALL VIOLATIONS OF THE HILLSBOROUGH COUNTY LAND DEVELOPMENT CODE AND PERMIT CONDITIONS ON THE PROPERTY DESCRIBED ABOVE.</p>			
Signature of Owner or Authorized Agent			Date
Please Print Name Here			
OFFICE STAFF USE ONLY			
APPLICATION NUMBER: NR# _____			
ACREAGE: _____			
SECTION _____	TOWNSHIP _____	RANGE _____	
CURRENT ZONING _____	ATLAS PAGE _____		
GENERAL LOCATION _____			

STAFF'S INITIALS _____		RECEIPT # _____	
AGRICULTURAL EXEMPTION JUSTIFIED:		[] YES [] NO	
NRL PERMIT REQUIRED: [] NR (O)		[] NR (G) [] NR (C) [] NRSFD	
EPC FEE _____		NATURAL RESOURCES FEE _____	
GRAND OAKS FEE _____			

MASTER SUBDIVISION LANDSCAPE PLAN PERMIT APPLICATION

SUFFICIENCY CHECKLIST

Applicant Initials

(Provided) (Not Applicable)

- | | | |
|--|-------|-------|
| I. Completed Natural Resources Permit Application. | _____ | |
| II. Completion of a Grand Oak Pruning Affidavit, as applicable. | _____ | _____ |
| III. Site Plan drawn to scale identifying the following information on all applicable lots: | | |
| * Drainage swales or other drainage conveyances consistent with the Subdivision Lot Grading Plan. | _____ | _____ |
| * Existing contours consistent with the Subdivision Lot Grading Plan. | _____ | _____ |
| * Finished grade elevations consistent with the Subdivision Lot Grading Plan. | _____ | _____ |
| * Identify type “A”, “B” or “C” grading scheme. | _____ | _____ |
| * EPC wetland line. | _____ | _____ |
| * Thirty (30) feet and/or fifty (50) feet wetland setback lines. | _____ | _____ |
| * Buildable pad areas. | _____ | _____ |
| * Driveway access to buildable pad if protected trees and natural plant community vegetation exist in front yard area. | _____ | _____ |
| * Tree survey at a scale no greater than 1” to 50’ identifying by species trees measuring 5” DBH (trunk diameter at 4.5 feet above grade) and larger as well as Grand Oaks (description in packet). Retained trees in the public right of way abutting the lot must also be shown. | _____ | _____ |
| * Natural plant community vegetation to be preserved. | _____ | _____ |
| * Protective barricade symbolism around all trees and other vegetation to be preserved. | _____ | _____ |
| * Appropriate special design techniques (i.e. grade dishing, tree wells, aeration systems, retaining walls, etc). | _____ | _____ |
| * Water and sanitary sewer alignment to minimize root disturbance of protected trees. | _____ | _____ |

* Identification **in table format** all required lot, street and replacement inches for or each lot. Street trees must be identified by species consistent with the subdivision's Street Tree Plan as required by the Land Development Code. _____

* Identification of required perimeter buffer(s) and screening requirements. _____

IV) North arrow on Site Plan. _____

Applicant: _____

Print

Date: _____

Applicant: _____

Signature

Staff Reviewer: _____

GRAND OAK DESCRIPTION

Grand Oak: A Grand Oak is a tree of the genus *Quercus* with a trunk measuring 34" DBH and greater, a condition rating of good or better in accordance to the Tree Condition Evaluation Form (sheet 2) and whose trunk circumference, height and crown measurements are of the size and character to total a minimum 175 points in accordance to the Tree Point System methodology.

Tree Point System: The tree point system classifies the significance of a tree species through three measurements of a tree's anatomy and asserts a point value for each measurement. One (1) point per inch is allotted for the tree trunk circumference to the nearest inch measured at 4.5 feet above grade, one (1) point per foot is allotted for the tree's overall height to the nearest foot measured vertically from the ground surface to a point level with the base of the highest twig and one (1) point per four (4) feet is allotted for the crown spread to the nearest foot averaging a measurement of the longest and shortest diameters of the tree canopy.

The developer shall preserve all trees identified as a Grand Oak unless authorized for removal by the Administrator. This provision shall not apply for a Grand Oak located in road site distances, recovery and maintenance areas as shown in the Transportation Technical Manual unless the County Engineer, otherwise, renders a determination that a Grand Oak may be preserved in these areas. A determination by the Administrator to authorize the removal of a Grand Oak shall require replacement as indicated below:

<u>Grand Oak Trunk Measurement</u>	<u>Replacement Ratio (in DBH)</u>
34" --- < 48" DBH	1:1
48" --- < 60" DBH	1.5:1
60" DBH and greater	2:1

Pruning of a Grand Oak, with the exception of minor pruning, is prohibited unless conducted in accordance with the ANSI A 300 Pruning Standards as performed by an Arborist certified by the International Society of Arboriculture (ISA) or a Registered Consulting Arborist with the American Society of Consulting Arborists (ASCA). A notarized affidavit affirming an ISA Certified Arborist or an ASCA Registered Consulting Arborist will conduct or onsite supervise the pruning shall be submitted to the County prior to the pruning of a Grand Oak. An ISA Certified Arborist or an ASCA Registered Consulting Arborist contracted by a property owner to prune a Grand Oak shall assume full responsibility for all pruning activities determined in noncompliance with standards specified within the Land Development Code.

Minor Pruning: The pruning of a tree by removing branches measured no greater than 3 inches in diameter at the point of connection to a supporting branch and in accordance to the American National Standards Institute (ANSI) A 300 Pruning Standards.

Further information on Grand Oak Regulations please contact the Natural Resources Unit of the Development Services Department at (813) 272-5920.

TREE CONDITION EVALUATION FORM

A tree's condition is determined from the sum of the condition points established from the rating of a tree's roots, trunk, limb/branch structure, twigs and foliage. The condition ratings range from excellent to poor and are determined by a condition point system that weights problems identified on each component of the tree. The condition point system is structured as follows: **no apparent problems (4 points), minor problems (3 points), major problems (2 points) and extreme problems (1 point).**

ROOTS

- Root anchorage
- Restricted root system relative to canopy
- Mechanical injury
- Girdling roots
- Compaction or water-logged roots
- Presence of insects or diseases

Condition points _____

TRUNK

- Sound bark and wood, no cavities
- Upright trunk (well tapered)
- Included bark between co-dominant stems
- Mechanical or fire injury
- Cracks
- Swollen or sunken area
- Presence of insects and diseases

Condition points _____

LIMB AND BRANCH STRUCTURE

- Strong attachments, no included bark
- Free of decay and cavities
- Well proportioned, good form
- Wound closure
- Dead limbs/epicormic sprouting
- Presence of decay, insects and diseases

Condition points _____

TWIGS

- Shoot vigor compared to past 3-year growth
- Presence of weak or dead twigs
- Presence of insects and diseases

Condition points _____

FOLIAGE

- Normal appearance (size, color, density)
- Nutrient deficiencies
- Herbicidal, chemical injury symptoms
- Wilted or dead leaves
- Presence of insect or disease

Condition points _____

Total Condition Points _____

TREE CONDITION RANKING The ranking does not incorporate a wood density evaluation of the root collar and includes an evaluation of the tree's canopy from the ground surface only.

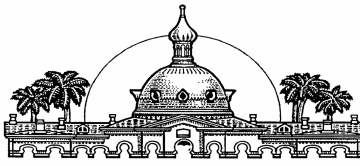
Total Points
18-20
15-17
12-14
11 or less

Condition
Excellent
Good
Fair
Poor

Evaluated by: _____

Date: _____

Tree Species: _____



Hillsborough County
Florida

GRAND OAK PRUNING AFFIDAVIT
Hillsborough County
Land Development Code, Natural Resources Regulations

I, _____ am Certified as an Arborist by the International Society of Arboriculture or am a Registered Consulting Arborist with the American Society of Consulting Arborists. I understand the American National Standard Institute (ANSI) A300 Pruning Standards is a standard of Division 4.0, Hillsborough County Land Development Code and this standard is required when pruning a tree defined by the Land Development Code as a Grand Oak.

I understand my responsibility to ensure the ANSI A300 Pruning Standards are administered when pruning or overseeing the pruning activity and that I assume full responsibility for all pruning determined in noncompliance with these Standards.

Property Address for Pruning Activity

of Grand Oaks

Owner's Name

Arborist Name (Print)

Owner's Address

ISA Certified Arborist or ASCA
Consulting Arborist #

Owner's Phone Number

Arborist Phone Number

Arborist Signature

Notary Signature: _____

Print Name: _____

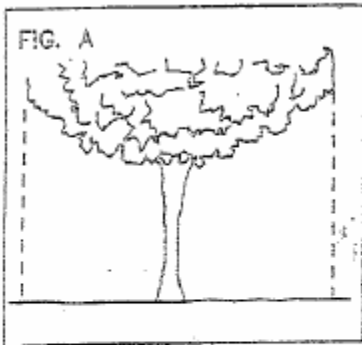
Notary Stamp:

Note: If canopy pruning of a grand oak is necessary, this affidavit must be provided before the issuance of the MSLP Permit. You may either provide the original copy of this form with the MSLP permit application or provide it during the review process if it is not known at the time of application whether canopy trimming of a grand oak is necessary.

PROTECTIVE BARRIER REQUIREMENTS
AND
SPECIFICATIONS FOR EXISTING TREES TO REMAIN

PROTECTIVE BARRIERS are used during land alteration and construction activities to protect trees and natural areas to be retained on a site.

PROTECTIVE BARRIERS must be erected around TREES to be retained within an area where land alteration and construction activities will occur as well as along NATURAL AREAS where such areas are adjacent to permitted land alteration or construction activities. A PROTECTIVE BARRIER must remain in place until the land alteration and construction activities are completed or until commencement of grade finishing and sodding. No ground disturbance must occur within the barricaded area. The following represents the County's minimum protective barrier specifications.

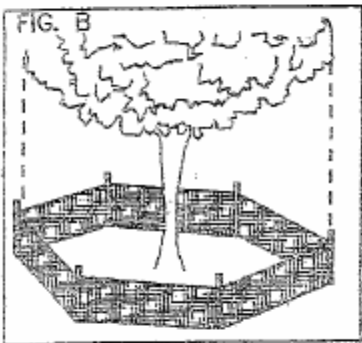


1. TREES – To restrict access into the area within the CANOPY DRIPLINE of a tree, a physical structure not less than 3 feet in height, comprised of wood or other suitable material, is placed around the tree at the CANOPY DRIPLINE, except where land alteration or construction activities are approved within the CANOPY DRIPLINE.

The CANOPY DRIPLINE of a tree is the imaginary, vertical line that extends downward from the outermost tips of the tree's branches to the ground. Fig. A

BARRIER SPECIFICATIONS FOR TREES:

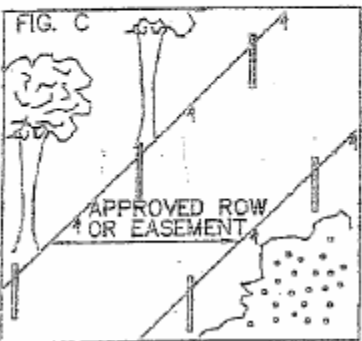
Four corner upright stakes of no less than 2"x 2" lumber connected by horizontal members of no less than 1"x 4" lumber; or upright stakes spaced at 5' intervals of no less than 1"x 1" lumber connected by silt screen fabric or material of comparable durability. Fig. B



2. NATURAL AREAS – To restrict access into areas where land alteration and construction activities are not authorized a physical structure not less than 3 feet in height is placed along the perimeter of such areas.

BARRIER SPECIFICATIONS FOR NATURAL AREAS:

Upright stakes of no less than 1"x 1" lumber spaced no more than 25' apart and connected by twine flagged with plastic surveying tape at regular intervals of 5-10'. Fig. C. Other methods of demarcation will be considered depending upon the characteristics of the site.



WHY A BARRIER

1. To protect all above ground portions of trees and other significant vegetation from mechanical damage.
2. To protect root systems from compaction.
3. To provide awareness of protected areas to equipment operators.