

TREE CONSERVATION PLAN CHECKLIST

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DEFINITIONS:

- **CALIPER** – Diameter of new tree (nursery stock) trunk at 6" above ground level.
- **CRZ** – Critical Root Zone – is a circle having a radius of 1.25" for each inch of tree DBH.
- **DBH** – Diameter at Breast Height – the width of tree trunk measured 4.5' feet above ground level. Tree trunks having more than one trunk at 4.5' must be measured individually and added together. The total DBH is to be used to label the tree on the Tree Protection Plan. Example: 1 tree with 2 trunks would be labeled, 12"/16"HWD.
- **STRUCTURAL ROOT PLATE** – Means the zone of rapid root taper that provides the tree stability against wind throw. The radius of the root plate is proportional to the stem diameter (DBH) of a tree. The table below provides examples of root plate radii for upright trees without restricted roots.
- **BOUNDARY TREES** – A tree $\geq 6"$ DBH with a 20% or greater critical root zone (CRZ) extending across a property boundary into an adjacent property or a tree (trunk) that is growing on a boundary property line between two lots resulting in joint ownership.
- **PROTECTED TREES** – Any tree 6" DBH or larger that is healthy and structurally sound; and has been conserved or planted to meet the tree ordinance requirements.

STRUCTURAL ROOT PLATE TABLE:

DBH (inches)	8"	16"	32"	48"
Root Plate (feet) radius	5.5	8	10.5	12

GENERAL REQUIREMENTS:

The tree conservation plan must be prepared/signed by a certified arborist, licensed landscape architect, or registered forester.

- **IDENTIFICATION OF PROTECTED TREES:**
 - Proposed for conservation
 - Proposed for removal
 - Notification of potential tree impact
- **LOCATION AND SPATIAL DEFINITION OF:**
 - Individually growing protected trees and their critical root zones
 - Boundaries of contiguous stands of protected trees
 - Limits of land disturbance, clearing, grading and trenching
 - Erosion control fencing
 - Proposed building, construction, demolition and all other land disturbance or site development activities
 - Existing and proposed utilities
 - Equipment and vehicle ingress and egress corridors
 - Soil and materials storage areas
 - Construction trailer, portable toilet and other temporary structures
 - Tree protection design
 - Tree planting design
- **TREE CANOPY COVER CALCULATIONS SHOWING:**
 - Total tree canopy cover existing on the site calculated by percentage and square feet of canopy
 - Tree canopy cover required:
 - No net loss for residential properties
 - 45 percent for commercial properties with 15% increase in impervious area
 - Tree canopy cover to be removed and conserved
 - Tree canopy cover to be planted

- **DETAILED DRAWINGS AND SPECIFICATIONS WHERE APPROPRIATE:**
 - Tree protection fencing and signage
 - Tree planting detail
 - Tree staking detail with root ball staples for trees in the Right of Way
 - Tree well, if applicable
 - Tree aeration system, if applicable
- **TREE PROTECTION DESIGN:**
 - Erection of tree protection fencing
 - Signs reading "Tree Protection Zone" and "Keep Out" in both English and Spanish
- **TREE SIZE AND LOCATION:**
 - Only very small trees beneath or within 15 feet of overhead utility lines
 - Medium trees planted at least 20 feet from overhead utility lines
 - Large Trees planted at least 30 feet from overhead utility lines
 - All trees shall be planted:
 - At least 5 feet from underground utility lines
 - A minimum of 35 feet from intersections
 - A minimum of 15 feet from an existing or proposed building or driveway
 - A minimum of 5 feet from walkways
- **TREE SIZE AND QUALITY:**
 - Trees approved for planting shall:
 - Be no less than 2.5 inches caliper and 10 feet in height for Land Disturbance and Building Permits only
 - Have a healthy and extensive root system
 - Have a trunk that stands upright without support
 - Have a trunk free from wounds
 - Have a central leader if typical for the species and shall not have co-dominate stems or included bark
 - Have well distributed branches along the upper two-thirds of the stem
 - Have a crown that has not been topped, tipped, or headed back
 - Be free from insects and diseases
- **SOIL QUALITY:**
 - The minimum standards for soil quality include:
 - Loamy, well-aerated soil that includes topsoil
 - Approximately 5 percent organic matter, 45 percent mineral matter and 50 percent pore space for holding water and oxygen
 - A pH (soil acidity) between 5.5 and 7
- **SPECIES SELECTION:**
 - Only trees listed on the tree Species list shall be accepted for planting
 - Conifers may not account for more than 10 percent of planted tree canopy
 - Small and very small trees may not account for more than 10 percent of planted tree canopy
 - Invasive and non-native, flowering ornamentals cannot be used to satisfy canopy requirements
- **SPECIES DIVERSITY:**
 - On a site where 10 to 29 trees are required, no more than 30 percent of any single species may be planted
 - On a site where 30 or more trees are required, no more than 10 percent of any single species may be planted
- **TIME OF PLANTING:**
 - Required trees shall be planted between November 15th and March 1st ONLY
 - Irrigation is required for year round planting and must be noted on plan

- **TREE MAINTENANCE**
 - Protected trees shall be pruned to maintain public health and safety
 - All tree maintenance shall only be performed by an experienced professional
 - The minimum clearance above a sidewalk shall be 10 feet
 - The minimum clearance above a street shall be 12 feet
 - Truck thoroughfares shall have a clearance of 16 feet

- **INSPECTIONS**
 - The city arborist shall:
 - Conduct a resubmittal on-site analysis on request
 - Conduct an on-site conference after tree protection measures are installed and prior to land disturbance
 - Conduct follow-up inspections to monitor compliance with the tree ordinance
 - Conduct a final site inspection upon completion of the project and prior to the issuance of a Certificate of Occupancy

SHOW AND LABEL THE FOLLOWING ELEMENTS:

- **TREE CONSERVATION PLAN Sec. 9.1.9.**
 - Provide five (5) copies of drawings.
 - Survey of all trees on the property whose critical root zone (CRZ) is impacted by limits of land disturbance. Tree locations must be accurately shown, with species and DBH labeled. All hardwood and pines trees $\geq 6"$ DBH, must be shown on the drawing.
 - Tree protection fences must be located at the edge of critical root zone (CRZ) or work limits, i.e. 4' orange tree protection fence.
 - Place an "X" on the tree symbol for trees to be destroyed.
 - Show and label 4' orange tree protection fence.
 - Existing topography
 - Proposed topography (cut and fill)
 - Existing buildings, structures, driveways, and parking areas.
 - Proposed buildings and structures
 - Drainage and water detention structures
 - Existing and proposed underground utilities, i.e. water, gas, electric, sewage, etc., must be shown from the main line connecting to the house/structure.
 - Construction material staging area
 - Limits of land disturbance
 - Proposed trees planted for canopy credit. They must be at least 2.5" caliper, shown and labeled as to species from Decatur Plan List. Spacing requirements are measured from existing and proposed trees and to be spaced as follows: Overstory – 35 feet, Ornamental, Understory, and Screening trees – 15 feet

NO TREES IMPACTED

- A plan may be approved as No Trees Impacted if there are no trees in or around the area of the project site. If there are no trees; then submit two pictures from two different points of view with the plans along with a No Trees Impacted Statement, available at our office.

BOUNDARY TEES

- Boundary trees are required to be protected. They must be located on the site plan, CRZ's shown and impacted calculated.

- If a boundary tree is impacted more than 20%, then a signed letter from the neighbor must be presented to the Landscape Infrastructure Coordinator before preliminary approval can be given. The letter must include; list the tree(s) that are impacted, state the impact and that full permission is granted for the trees' removal or in the case of a prescription that the private arborist has permission to enter their property.