Revised April 2023

Guidelines for Completion of the Anne Arundel County Vegetation Management Plan for Removal of Existing Natural Vegetation in the Chesapeake Bay Critical Area, Forest Conservation Easements or within Bog Protection Areas

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All activities other than farming, gardening or maintenance of an existing grass lawn which involves the cutting, pruning, or outright removal of existing natural vegetation in the Critical Area buffer or expanded buffer (within a minimum of 100' of tidal waters and tidal wetlands) recorded Forest Conservation Easements, or Bog Protection Areas is subject to completion of the attached Standard Vegetation Management Plan (VMP), which must be completed and submitted to the Anne Arundel County Department of Inspections and Permits / Forestry Program for approval ***prior to beginning work.***

All requests for approval **must include a property sketch or aerial photo (**see last page) indicating the on-site location of the vegetation or individual trees to be removed. Requests submitted without a sketch or aerial photo may be rejected.

Requests for the removal of individual trees (only) **submitted with photographs** and a narrative description detailing the need for removal may be processed expeditiously.

Individual trees proposed for removal must be marked with flagging, tape or paint for inspection purposes. Do not remove any trees or other vegetation until a signed/approved copy of the VMP is received.

Post the approved VMP (or have a copy available on-site) when work is being performed. This is required for inspection purposes.

Tree work in the Critical Area may only be performed by the homeowner or a State of Maryland **Licensed Tree Expert***. Work not performed to industry standards (ANSI A300) may be reported to the State Department of Natural Resources and/or any other licensing agencies. Topping of trees will not be approved and may be considered to be a violation.

Requests for removal of understory vegetation, including shrub layer and invasive (vine) material, must be identified or noted on the property sketch. Understory vegetation, including invasive vines, is considered habitat. Replacement with native vegetation on an equal area basis will be necessary.

Extraction of root systems, including root systems of invasive vines may not be approved by a Vegetation Management Plan alone. Extraction of root systems, other than grinding of stumps, constitutes grading and will require separate application and approval of a Grading Permit or Standard Grading Plan.

If there are pending or open Building or Grading Permit(s), inclusive of Standard Grading Plans, the requested VMP may be rejected and the applicant instructed to revise open permit(s) for the proposed work.

If the VMP is for a non-structural, non-impervious pathway, a site plan indicating the size and area of disturbance must be submitted. Depending on the proposed scope of work, a separate Standard Grading Plan may be required.

If you have any questions, please contact the Forestry Program at (410) 222-7441. We are located at 2664 Riva Road, 2nd Floor, Annapolis, MD 21401.

*** A list of Licensed Tree Experts may be obtained at the DNR Forest Service Website found at https://dnr.maryland.gov/forests/Pages/programapps/newtreeexpert.aspx**

ANNE ARUNDEL COUNTY
MARYLAND

STANDARD VEGETATION MANAGEMENT PLAN

For proposed removal of existing natural vegetation in the Critical Area; recorded Forest Conservation Easements or within Bog Protection areas

Department of Inspections & Permits
Forestry Program
2664 Riva Road, P.O. Box 6675
Annapolis, Maryland 21401
Ph:(410)222-7441 F:(410)222-7752
Revised April 2023

Owner Name:_____
Mailing Address:_____
City:_____ State:____ Zip:_____
Telephone:_____ FAX:_____

E-Mail Address: _____

Site Information (if same as mailing address list same)
Site Address:_____
City:_____ State:____ Zip:_____
Subdivision Name:_____
Tax Map:_____, Block:_____, Parcel:_____
Tax Account #:_____-_____-_____

Is the proposed work within 100 feet of tidal waters, wetlands, a tributary stream to those resources and/or adjoining steep slopes? **Yes**___ **No**___
Is the proposed work in the Critical Area; but outside the 100-foot buffer? **Yes**___ **No**___
Is the proposed work outside the Critical Area; but within a Forest Conservation Easement? **Yes**___ **No**___
Do any Subdivision Plat notes, community restrictions or Utility Easements affect your property? **Yes**___ **No**___
(If yes, please describe in the narrative description section.)

Active Permit Application Information (Note: Projects with active building and/or grading permits may be rejected)
Building Permit #:_____ Grading Permit#:_____

PROPOSED WORK (Check and Complete Information as Appropriate)

___ This plan is for the removal of individual trees.
____ Number of trees to be removed Have trees been marked for field review? **Yes**__ **No**__

___ This plan is for the pruning of individual trees
____ Number of trees to be pruned Have trees been marked for field review? **Yes**__ **No**__

___ This plan is for the removal of woody vegetation and eradication of the following invasive vegetation:
__ Poison Ivy __ Greenbriar __ Grapevine __ Phragmites __ Japanese honeysuckle
__ Asiatic Bittersweet __ English Ivy ___ Bamboo __Other (list):

___ This plan is to provide a non-structural access path (less than 6' width)

REQUIREMENTS

Plan: Attach a copy of a survey of the site that accurately reflects where individual trees are to be removed or pruned. In lieu of a survey plan, provide a sketch drawing in the space indicated and showing the above information. Be sure to include structures, utilities, 100-foot buffer, tidal and non-tidal wetlands, steep slopes, shoreline, woods line, limits of disturbance, replanting types and location and any other special features or sensitive areas.

Narrative: Describe the existing conditions and proposed work to be accomplished, amount of disturbed area, indicate mitigation measures, replanting or enhancement work, number and species of plants to be installed, when the work will be done. If the work is to be phased, indicate scheduling.

Photographs: Submission of photographic documentation is strongly encouraged. Submit a panoramic view of the buffer area to be covered by this management plan in sufficient detail to **clearly distinguish** the canopy layer, understory layer and shrub layer. For vine control, diseased, dead or declining trees, or other problems, include a representative photograph of those conditions. **This is particularly important when requesting emergency approvals.**

STANDARDS **Revised April 2023**

1. Topping of trees is **not permitted**, only pruning using proper horticultural practices.
2. Extraction of root systems, including root systems of invasive vines, **cannot be approved** by this Vegetation Management Plan. Separate Grading approval must be secured in cases requiring earth disturbance.
3. Access to the water/pier must be non-structural and shall be flagged in the field
4. Trees and vegetation removed must be replaced with native plants.
5. Any required State and federal permits shall be obtained prior to approval of this plan.
6. Scope of work may require a separate Forestation Agreement, planting plan and security be posted.
7. For inspection purposes, the approved **Vegetation Management Plan must be available** on-site when approved work is being performed.

OWNER CERTIFICATION (This form must be signed by property owner)

I/we certify these statements to be true and accurate and that any trees or vegetation to be removed are on my property. I/we hereby grant Anne Arundel County officials permission to enter the subject property for inspection of this Vegetation Management Plan during normal business hours and within six months the date of the expiration. I/we understand failure to conform to approval condition(s) of this plan, including mitigation (replanting) requirements; or to comply with lawful directive(s) to abate violations which arise from work undertaken contrary to this plan, may be cause for future enforcement action(s) to remedy said violations.

Property Owner Signature_____ Date_____

Submit this application, plan, narrative, and any photographic documentation to:

Mail or Hand Deliver:
Anne Arundel County
Department of Inspections and Permits
Forestry Program
P.O. Box 6675, MS 6201
Annapolis, MD 21401

E-mail:
Valerie Gosnell
E-mail: ipgosn41@aacounty.org

INSPECTION / AUTHORIZATION NOTES (to be completed by County representative)

Name of Reviewer:_____ Date of Field Inspection (if required)_____

Mitigation Requirements:

_____ Number of trees to be planted; or _____ square feet reforested **Reviewer Notes**

_____ Number of other plants to be installed

Last date for planting requirement to be met: Date _____

Security Posted? Yes _____ No _____ Amount _____

This plan is approved as of _____ Expiration Date _____

Signature of authorized County official _____

For further information please call (410) 222-7441 or visit https://www.aacounty.org/departments/inspections-and-permits/forestry/

Property Sketch

Provide a drawing of your **entire** property indicating property lines, adjacent streets, waterways, buffers and specific location(s) of vegetation to be removed or trimmed. You may utilize an online service such as Google Earth or Anne Arundel County mapping services..
Vegetation proposed to be cut should be flagged in the field with survey ribbon, tape, etc.

Licensed Tree Expert Number:_____ **L.T.E. Trade Name:**_____

Narrative

(Provide written description of work to be performed. May be continued on back if necessary)