



LAND CLEARING PERMIT APPLICATION SUBMITTAL REQUIREMENTS

ALL APPLICANTS FOR LAND CLEARING PERMITS MUST INCLUDE THE FOLLOWING SUBMITTAL INFORMATION:

1. **MAP:** A general vicinity or location map drawn to scale showing the site location.
2. **COPY OF DEED:** A copy of the deed (with full legal description) of the property to be cleared.
3. **LETTER OF AUTHORIZATION:** If the applicant and/or the person(s) doing the proposed land clearing is/are NOT the property owner, a notarized letter of authorization from the property owner for the applicant and the person doing the clearing must be provided.
4. **SITE PLAN:** A site plan drawn to a scale of no greater than 1" = 40' must be provided which shows the following.
 - a) Dimensions of the parcel on which the clearing will take place;
 - b) Area of the parcel to be cleared;
 - c) North indication arrow;
 - d) Location of adjacent roadways/driveway connections to the parcel;
 - e) Location of protected trees identified in Section C of the application form;
 - f) Location of critical wildlife habitat areas identified in Section C of the application form;
 - g) Location of any wetland areas identified in Section C of the application form;
 - h) Location of erosion/sedimentation control structure(s) on the site such as silt screens, staked hay bales, etc.

Revised June 26, 2008

SECTION C: SITE INFORMATION

Is the clearing being done in conjunction with a submitted Development Order Application?

_____ Yes _____ Project Name

_____ No

Purpose for the proposed clearing: _____

Type and number of protected trees as described in Ordinance No. 507 to be cleared. (See page 4) Attach a sketch locating such trees on the parcel: _____

Is the area to be cleared part of a critical wildlife habitat? (Attach an environmental professional's assessment):

_____ Yes

_____ No

Is area to be cleared within a jurisdictional wetland? (Attach an environmental professional's assessment):

_____ Yes (also attach required DEP and/or COE permits)

_____ No

Date(s) proposed clearing is scheduled to begin: _____

For projects over 1 acre:

Has an NPDES permit been obtained (please attach a copy)?

_____ Yes

_____ No

City of Callaway Ordinance No. 507 states:

Section 15.785.2 Protected Tree

Protected trees shall include:

- a) All trees, other than pine trees, which have a diameter at breast height of eight (8) inches or more; and
- b) All Flowering Dogwood, Redbud, or Weeping Willow trees with a diameter at breast height of three (3) inches or more.

Diameter at breast height shall be measured around the trunk 54 inches from the ground at the base of the tree.

City of Callaway Ordinance No. 508 states:

- a) Construction debris means any refuse generated by a contractor, subcontractor or other person or supplier during the course of repair, addition to, or construction of any building or structure whether such activity requires a building permit or not.
- b) Demolition debris means any refuse generated through the cutting or trimming of trees, bushes or shrubbery for hire, or the destruction of demolition, in whole or in part, of any structure or building, or the clearing of land by any person, whether for hire or by the owner.
....
- i) Trash shall....not include any debris or items generated by a contractor or individual through construction or demolition.

Pursuant to Ordinance No. 508, a contractor bears full responsibility for following appropriate waste management practices. Ordinance No. 508 specifically prohibits depositing on or scattering over the premises any construction or demolition debris. Any person violating this rule will be guilty of an offense punishable as provided in Section 1-12 of the Code of Ordinances or the City of Callaway Citation Ordinance.

DO NOT COMPLETE THIS SECTION
******FOR OFFICIAL USE ONLY******

Date Application Reviewed: _____

Date Application Deemed Incomplete: _____

Date Application Deemed Complete: _____

Application Reviewed By: _____

Review Results:

PLANNING DEPARTMENT STAFF

Approved _____ **Denied** _____ **Date** _____

Date Released (if applicable): _____

Basis for Denial (if applicable): _____

Additional Notes: _____
