



HOWARD COUNTY DEPARTMENT OF PLANNING AND ZONING
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Subject: Forest Conservation Data Summaries

To: Developers, Builders, Consultants

From: Cindy Hamilton, Chief *CH*
Division of Land Development

Date: April 6, 2009

The State Department of Natural Resources has recently changed the requirements of the reporting of the Forest Conservation Annual Report. To assist this Department in the compilation of the Annual Report, this Department requires that a Forest Conservation Data Summary be provided with each Final Plan/Plat and Site Development Plan approved by this office. This single sheet summary should be prepared by the authorized Forest Conservation professional and must accompany the original plat or Site Development Plan when it is submitted to this Department for signature approvals. Please note that these summaries have been updated from those issued in April of 2003. Effective immediately, only the revised Data Summaries should be used.

The consultant should select and complete the applicable Data Summary from the attached formats. The format selected is determined by the means by which the Forest Conservation obligation was addressed. Options 1, 2 and 3 and 4 should be used: if the obligation was fulfilled via the payment of a fee-in-lieu (Option 1); if the plan was exempt or a DOI was accepted (Option 2); if the obligation was previously addressed by another plan, including a bank site (Option 3); or if the obligation was fulfilled by retaining existing forest in accordance with DPZ's 60,000 square foot policy (Option 4). If a plan used a combination of these first four options to fulfill its obligation (such as the use of a Forest Conservation bank combined with a partial fee-in-lieu), the consultant should complete all of the applicable data summaries.

Option 5 should be used if the Forest Conservation obligation was addressed through on-site and/or off-site planting or retention. This data summary may also be used if the planting and/or retention was offset by a partial payment of a fee-in-lieu.

Questions concerning this requirement may be directed to me. Questions concerning the completion of the appropriate data summaries should be directed to the planner reviewing the subject plan.

Attachments

OPTION 1:	FEE-IN-LIEU	FOREST CONSERVATION DATA SUMMARY	
File Number:	Project/Subdivision Name:		
Fee-In-Lieu Amount:	Net Tract Area:	Cash Receipt No. *:	
Comment: Fee-In-Lieu for _____ acres of Reforestation or Afforestation (specify which is applicable)			

* To be completed by DPZ staff

OPTION 2:	EXEMPT/DOI	FOREST CONSERVATION DATA SUMMARY	
File Number:	Project/Subdivision Name:		
Regulation Section: _____ (provide Regulation reference and a brief description of the applicable exemption or DOI)			

OPTION 3: PREVIOUSLY ADDRESSED (Including Use of a FC Bank)	FOREST CONSERVATION DATA SUMMARY
File Number:	Project/Subdivision Name:
Comment: Addressed by _____ (provide file number and project/subdivision name)	

OPTION 4:	FOREST CONSERVATION DATA SUMMARY
File Number:	Project/Subdivision Name:
Net Tract Area:	
Comment: DPZ 60,000 square foot policy, forest retention credit for _____ acres	

OPTION 5:	FOREST CONSERVATION DATA SUMMARY		
File Number:	Project/Subdivision Name:		
Net Tract Area <i>Net tract area under review</i>	Area of Floodplain unforested forested total	Existing Forest <i>Forest in net tract area minus floodplain</i>	Cleared Forest All forest cleared including floodplain
Retained Forest <i>Retained forest minus floodplain onsite offsite total</i>	Planted Forest onsite offsite total	Long Term Protection <i>Total amount of forest placed into LTP</i>	Surety Amount Posted <i>Total amount of surety posted</i>
In-Lieu Fees Amount Collected	Forested Stream Buffers Linear Length Acreage	Planted Stream Buffers Linear Length Acreage	