



TOWN OF CLAYTON
Planning Department
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

TREE CLEARING CERTIFICATE

Pursuant to Article 7, Section 155.721 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may obtain certification to remove trees and vegetation within undeveloped sites.

Application fee: \$250.00 *All fees are due when the application is submitted.*

See §155.721 (C) of the Unified Development Code for information on Certificate Exemptions.

SITE INFORMATION

Project Name: _____ **Acreage of Property:** _____

Tag #: _____ **NC PIN:** _____

Address/Location: _____

Zoning District: _____

PROPERTY OWNER INFORMATION

Name: _____

Mailing Address: _____

Phone Number: _____ **Fax:** _____

Email Address: _____

APPLICANT INFORMATION

Applicant: _____

Mailing Address: _____

Phone Number: _____ **Fax:** _____

Contact Person: _____

Email Address: _____

OFFICE USE ONLY

Date Received: _____ **Amount Paid:** _____ **Permit Number:** _____

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Tree Clearing Certification application.

To be completed by the applicant:			To be completed by staff:		
<i>Submit 2 copies of all materials</i>	Yes	N/A	Yes	No	N/A
1. Completed Application	<input type="checkbox"/>				
2. Review Fee - \$250.00	<input type="checkbox"/>				
3. Owner's Consent Form <i>Required if applicant is not property owner; included in this packet</i>	<input type="checkbox"/>	<input type="checkbox"/>			
4. Vegetation Protection Plan, which meets the criteria of the Requirement Checklist (<i>Checklist is included in this packet</i>)	<input type="checkbox"/>				

**VEGETATION PROTECTION PLAN
REQUIREMENTS CHECKLIST**

The applicant is responsible for completing this checklist. Please submit with the completed application.

To be completed by the applicant:			Staff:		
	Yes	N/A	Yes	No	N/A
1. Plans are no larger than 24 inches by 36 inches, at an appropriate scale.	<input type="checkbox"/>	<input type="checkbox"/>			
2. Vicinity map showing the location of the tract	<input type="checkbox"/>	<input type="checkbox"/>			
3. Map of the entire tract, including property boundary by courses and distances with references to true meridian and the location and dimension of all on-site and adjacent off-site easements (such as drainage, utility, public access, aerial utility, conservation, permanent and temporary construction easements).	<input type="checkbox"/>	<input type="checkbox"/>			
4. General information about the tract, including (but not limited) to: - The owner of the tract - The current zoning of the tract - The area of the tract - Any outstanding zoning conditions - Any Master Development Plan requirements (if applicable)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
5. Location and use(s) of all existing buildings on the tract	<input type="checkbox"/>	<input type="checkbox"/>			
6. Owner, parcel #, current zoning, and present use of all contiguous properties (including property on opposite side of adjoining streets)	<input type="checkbox"/>	<input type="checkbox"/>			
7. General classification of all existing and proposed adjacent roadways (as depicted in Clayton Transportation plan) and ultimate right of way boundaries associated with these roadways.	<input type="checkbox"/>	<input type="checkbox"/>			

To be completed by the applicant:			Staff:		
	Yes	N/A	Yes	No	N/A
8. Location and width of all future/existing buffers and associated vegetation protection areas, including riparian buffers, perimeter buffers and perimeter streetscapes.	<input type="checkbox"/>	<input type="checkbox"/>			
9. Proposed limits of timbering activities, including the location and extent of all tree protection areas as required under section 155.402(H)(4)	<input type="checkbox"/>	<input type="checkbox"/>			

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town of Clayton to approve the subject Tree Clearing Certificate. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Clayton, North Carolina, and will not be returned.

 Print Name

 Signature of Applicant

 Date