



**CITY OF ROCKPORT
APPLICATION FOR TREE & LANDSCAPE PLAN REVIEW**

INSTRUCTIONS: Please fill out completely, print in ink or use typewriter. If more space is needed, attach additional pages. Along with this application submit seven (7) copies of documentation as requested on the attached instruction sheet. Submit copy of landscaping plan if tree plan is included on same.

ADDRESS AND LOCATION OF PROPERTY: _____

LEGAL DESCRIPTION: _____

DESCRIPTION OF DEVELOPMENT: _____

CURRENT ZONING OF PROPERTY: _____

DIMENSIONS (square footage/acreage): _____

PROPERTY OWNER/*REPRESENTATIVE - PRINT NAME: _____

ADDRESS: _____

PHONE NUMBER(S): _____

*If representative, do you have property owner's permission for this request? _____

Signed: _____

(Owner or Representative)

FILING FEE (payable to the City of Rockport): **\$50.00 plus \$20.00 per acre**

Submit application and filing fee to: Department of Building & Development
City of Rockport
2751 S.H. 35 Bypass
Rockport, TX 78382

FOR CITY USE

Received by: _____ Date: _____ Fees Paid: \$ _____

Submitted information (____ accepted, ____ rejected) by: _____

If rejected, reasons why: _____

INSTRUCTIONS
TREE & LANDSCAPE PLAN REVIEW

1. Complete the application form and return it to the Building & Development Department, 2751 S.H. 35 Bypass, Rockport, TX 78382 along with the required filling fee of \$50.00 plus \$20.00 per acre. (Section 22-315, Rockport Code of Ordinances).
2. The application shall include:
 - i. any drawings showing the site in question indicating all boundaries and existing structures if any;
 - ii. location and size (diameter) of all trees (protected and windswept);
 - iii. indication of those trees to be removed, relocated or new plantings;
 - iv. indicate proposed landscaping plan along with point count pursuant to Section 106-33, Rockport Code of Ordinances; and
 - v. indicate all proposed improvements (buildings, parking, driveways, dumpsters, etc.)
3. The applicant or applicant's representative will be notified to meet for consultation and be advised of the hearing date with the Rockport Tree & Landscape Committee. By law, the Tree & Landscape committee's agenda must be posted at least seventy-two hours (three days) prior to the meeting.
4. We recommend that the applicant or applicant's representative be present at the hearing with the Tree & Landscape committee to answer any questions that might arise.

CITY OF ROCKPORT TREE AND LANDSCAPE PERMITS AND PLAN REVIEW:



❖ Application for Brush Clearing Permit:

- Needed for clearing trees/brush less than 8" DBH
- \$25 Permit Fee

❖ Application for Tree Trimming/Removal Permit:

- Needed if separate from new construction building permit
- Needed if removing any tree 8"+ DBH (see exceptions on pg.1, but permit required)
- \$50 Permit Fee
- Remember no mitigation fees on trees < 10" - Single Family Dwellings (R-1 & R-2)
- On the permit, include size (DBH) and species of tree(s) to be removed. If possible, include a drawing showing location of tree(s) to be removed.
- Needed for trimming trees. No more than 25% of tree canopy can be removed.

❖ Application for Tree & Landscape Plan Review:

- Needed for new construction (residential or commercial) if separate from building permit. Or prior to building permit for larger projects that require approval from the Tree and Landscape Committee first.
- Provide a Site Plan/Tree Mitigation Plan showing trees to be removed and tree points that count toward replanting mitigation and/or \$50/inch into the Tree Preservation and Mitigation Account.
- In addition to the Landscape Plan showing all proposed trees and existing trees 6"+ DBH (and landscape points for new plantings as required in Ch.106-33); provide a Tree Mitigation Plan (mentioned above) to include a chart showing total inches of 8"+ trees on site; total inches of trees to be removed; total inches of trees to be preserved; and mitigation inches needed. Mitigation inches needed can be planted onsite and/or paid into the Tree Preservation and Mitigation Account if not feasible to plant onsite.
- Remember that: Protected trees (8"-24"DBH) - mitigate at a ratio of 1": 1"
Century trees (24"-48"DBH) - mitigate at a ratio of 1": 3"
Heritage trees (48"+DBH) & Windswept mitigate at a ratio of 1": 5"

CITY OF ROCKPORT TREE AND LANDSCAPE PERMITS AND PLAN REVIEW:



❖ Continued – Application for Tree & Landscape Plan Review:

- Credit can go towards preserved trees:
 - Protected trees (8"-24"DBH) - credit at a ratio of 1": 1"
 - Century & Heritage trees (24"-48"+DBH) – credit at a ratio of 1": 3"
 - Windswept trees - credit at a ratio of 1": 5"

❖ Summary for larger projects:

- Need to get approval by the Tree and Landscape Committee first.
- If Landscape Plan and Tree Mitigation Plan are approved by the T&L, then submit application for Building Permit with approved Tree Plan.
- If tree and brush removal are necessary prior to issuance of Building Permit, submit Application for Brush Clearing Permit with approved Tree Plan.