



# Town of Sullivan's Island

Sullivan's Island, South Carolina

## TREE REMOVAL REQUEST

Sullivan's Island Building Department  
2050-B Middle Street

Phone: (843) 883-3198  
Sullivan's Island, South Carolina

FAX: (843) 883-3009  
<http://www.sullivanisland-sc.com/>

<b>Address of Work Site:</b> _____	<b>TMS#</b> _____	<b>Zoning:</b> _____
<b>Owner of Property:</b> _____ <b>Mailing Address:</b> _____		
Phone #: _____ Fax #: _____		
<b>Signature:</b> _____		
<b>Arborist/ Contractor:</b> _____ <b>Mailing Address:</b> _____		
Phone #: _____ Fax#: _____		
Town Business License #: _____ State License #: _____ Expiration Date: _____		
<b>Signature:</b> _____		
<b>Tree Category:</b>		
<input type="checkbox"/> Category I [Trees sixteen (16) inches in diameter (DBH) or over]		
<input type="checkbox"/> Category II [Trees six (6) to fifteen (15) inches in diameter (DBH)]		
<input type="checkbox"/> Category II [Sabal Palmetto (Cabbage Palm) relocation or replacement]		
Explain scope of work (list <u>species</u> and * <u>Dbh</u> of all trees requested for removal): _____		
_____		
_____		

**Submit a scaled site plan (showing TMS#, designer, graphic scale, and date) showing the following information:**

- All trees 16 inches or greater (Category I trees)
- All trees 6 inches or greater and all Sabal Palmettos(Category II trees)
- Tree survey no more than one year old
- Trees requested for removal should be indicated by an "x" on a 11" x 17" site plan (replacement in-kind is required for removal of protected trees: ***oaks, magnolias, pecan and red cedar trees***)
- Illustrate protective tree zones for all protected trees; show no proposed construction—driveways, structures, utility placement, fill dirt, etc. (provide grading plan to illustrate any proposed grading changes)
- All site features should be shown and labeled (driveways, sidewalks, pools w/ decks, walls, and other hardscape elements)
- Indicate all utility routes from main source to house connection on plan ensuring that they avoid all tree protection zones.

\*\*\*I hereby certify that I have read and understand the requirements of this permit, the conditions of approval of this permit, and that there are no restrictive covenants on the tract or parcel of land for which this permit is being requested (per SC Code §6-29-1145).

<b><u>FOR OFFICE USE ONLY</u></b>	<b>APPLICATION FEE:</b>
PERMIT NO.: _____ DATE RECEIVED: _____ RECEIVED BY: _____	_____ Number of Trees Removed x \$25.00
COMMENTS: _____	\$ _____ Total Application Fee
_____	<b>MITIGATION REQUIRED:</b>
_____	<input type="checkbox"/> <b>Tree Replacement Required:</b>
_____	_____ Dbh* of trees removed
_____	_____ Number of 2" Dbh x 10' tall replaced
_____	<input type="checkbox"/> <b>Tree Fund Mitigation Fee:</b>
ZONING ADMINISTRATOR: _____ APPROVAL DATE: _____	_____ Dbh* of Trees Removed x \$115.00
<small>***Dbh: Diameter at Breast Height</small>	\$ _____ Total Tree Fund Fee Required



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### TOWN OF SULLIVAN'S ISLAND ZONING ORDINANCE

#### Article XVII Tree Commission

#### Sec. 21-163. Submissions, fees and permit.

##### A. Submission requirements.

- (1) Photographs of the site shall accompany requests for removal of Category I and II trees or relocation of palmettos.
- (2) Two (2) copies of a site survey, drawn to scale, indicating existing and proposed structures and all Category I or II trees or Sabal Palmetto to be removed, relocated, or replaced.
- (3) An application for removal and/or relocation of Category I or II Trees or Sabal Palmettos will not be accepted without a Building Permit application on file with the Building Official.
  - a. The site survey included in the above applications shall be incorporated into the site plan submitted with the Building Permit application.
  - b. An approved plan for the removal and/or relocation of Category I or II Trees or Sabal Palmettos shall become a part of the Building Permit. The Building Permit shall not be issued until such tree removal and replacement plan shall be approved.

##### B. Fees.

- (1) Applications for Tree Commission review of Category I and Category II plans for tree removal and replacement and palmetto relocation shall be those required by the Zoning Administrator and any other information required to make a determination thereof accompanied by an application fee the amount of which shall be established by resolution of the Town Council.
- (2) No fees shall be charged to remove diseased, dying, mortally damaged or hazardous trees and palmettos.

##### C. Signed permit.

Upon approval by the Tree Commission or the Zoning Administrator, a permit shall be issued and the plans shall be signed and dated by the Zoning Administrator. One set of plans will be returned to the applicant, with the Town retaining a set for its files.

#### Sec. 21-164. Tree Replacement Plan.

##### A. Tree replacement required.

- 1) An approved Tree Replacement Plan prepared by the applicant shall be an integral part of all tree removal permits.
- 2) The Tree Commission shall approve the Tree Replacement Plan for Category I trees. The Zoning Administrator shall approve the Tree Replacement Plan for Category II trees. Working with the landowner, the Zoning Administrator shall approve the relocation of palmettos on private property.

##### B. Replacement procedure.

- 1) Tree replacement shall be required for all approved tree removals based on the requirement of replacing **one (1) linear inch of tree DBH for each one (1) linear inch of tree DBH removed. Replacement trees shall be from the approved tree list, except that replacement for the removal of oaks, magnolias, pecan and red cedar trees shall be with the same kind of tree**, as determined by the Zoning Administrator or Tree Commission, as applicable.
- 2) Each replacement tree shall have a minimum of **two (2) inches caliper and be at least ten (10) feet tall**. However, any permitted removal of a Sabal Palmetto will require replacement by a Sabal Palmetto at least 8 feet tall.
- 3) All replacement trees shall be of healthy, vibrant stock, in accordance with American Standards for Nursery Stock of the American Association of Nurserymen.
- 4) The applicant is responsible for maintenance of the replacement trees and palmettos and for replacement of these trees and palmettos if they die within one (1) year of planting.
- 5) In cases where tree replacement on the same lot is not possible or desirable, the landowner may donate to the Tree Fund an equivalent sum of money for the future purchase of public trees or donate a number of trees of the equivalent mass and quality as those removed to be planted on public property of the Town.
- 6) It shall be required that tree replacement be accomplished within a time limit according to the earliest time possible for replacement as set by the Zoning Administrator or the Tree Commission.