



**Baltimore County  
Soil Conservation District**

1114 Shawan Road, Suite 4  
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**FOREST HARVEST OPERATIONS APPLICATION CHECKLIST**

**Legend for Application Checklist:**

- Accepted                       Not Accepted                       Incomplete
- Not Applicable                       Required                       Not Checked

**Landowner's Name:** \_\_\_\_\_

**\_\_\_ I. Sediment Control Plan Application (Standard Plan) form completed; (Rev. 2-16-17 version; 6 copies required).**

**\_\_\_ A. Page One**

- \_\_\_ 1. Landowner Information (Item A)
- \_\_\_ 2. Operator Information (Item B)
- \_\_\_ 3. Forester Information (Item C)
- \_\_\_ 4. Site Information (Item D)

**\_\_\_ B. Page Two**

- \_\_\_ 1. Harvest Profile (Item E)
- \_\_\_ 2. Soil Conservation District; "For Official Use" only (Item F)
- \_\_\_ 3. Sediment Control & Harvestability Certification (Item G)

**\_\_\_ C. Page Three**

- \_\_\_ 1. Harvest Specifications (Item A-1)
- \_\_\_ 2. Stream Management Zone (SMZ) Plan (Item A-2); required when cutting within the SMZ.

**\_\_\_ II. Forestry Declaration of Intent form completed; (Forestry DOI 6.01.11 doc.; 6 copies required).**

(This form must be notarized and recorded prior to submission.)

- \_\_\_ 1. Property Tax Number
- \_\_\_ 2. Election District
- \_\_\_ 3. Tax Map Number
- \_\_\_ 4. Grid Number
- \_\_\_ 5. Parcel Number
- \_\_\_ 6. Lot Number; if applicable
- \_\_\_ 7. Project Name (i.e., property owner name(s) and/or business or corporate name)
- \_\_\_ 8. Location (owner's mailing Address)
- \_\_\_ 9. Owner's Name(s)
- \_\_\_ 10. Site location of the Harvest Area (i.e., site address or description)
- \_\_\_ 11. Signature by the Property Owner(s) & Date
- \_\_\_ 12. Notary's Signature & Date (Notary seal and expiration date must be included.)

\_\_\_ III. Area Map – From ADC map book (6 copies required)

\_\_\_ IV. Site Sketch (Optional) (6 copies; when provided)

\_\_\_ V. Delineated 200' Scale Topographic Map; (6 copies required), with the following items clearly marked and/or labeled:

- \_\_\_ 1. Access Point (i.e., point of access off a public road). Point of entry may require aggregate (i.e., 2"-3" stone over non-woven geotextile) or mats (6" min. corduroy mats, steel mats, or wooden pads or mats) to support heavy equipment.
- \_\_\_ 2. Log Deck(s) or Landing(s) (Log decks or landings to be located on slopes between 3-10% grade.)
- \_\_\_ 3. Haul Road(s) (Haul roads are not to exceed 15% grade.)
- \_\_\_ 4. Skid Trail(s) (Skid trails are not to exceed 20% grade.)
- \_\_\_ 5. Harvest Boundary.
- \_\_\_ 6. Stream Crossing(s)
- \_\_\_ 7. Stream Bodies and associated SMZ buffers. (The extent of the SMZ buffers must be presented "to scale" on the map. If a buffer represents a "No Cut" buffer, please indicate as such on the map.)
- \_\_\_ 8. Wetland Areas; (when applicable)
- \_\_\_ 9. North Arrow
- \_\_\_ 10. 200' Scale noted (i.e., 1"=200").
- \_\_\_ 11. Property Boundary & Owner Name indicated.
- \_\_\_ 12. Critical Area Boundary, 100' Buffer, and/or Habitat Protection Area(s) shown if forest harvest activity is within the Chesapeake Bay Critical Area.

\_\_\_ VI. Custom Plan(s); when applicable; 6 copies required. (By definition a "Custom Plan" is a plan designed for a specific site using criteria from the *2015 Maryland Soil Erosion and Sediment Control Standards and Specifications for Forest Harvest Operations* and developed by a Licensed Professional Forester for a timber harvest operation. Required when site conditions prevent compliance with the requirements of the Standard Plan or when a stream crossing is proposed.) As a minimum, a Custom Plan should include the following:

- \_\_\_ 1. Plan Information (See Appendix B.4 in the 2015 manual as a guide for presentation.)
- \_\_\_ 2. Site Plan
- \_\_\_ 3. Identify the location(s) on the delineated 200' topographic map.

\_\_\_ VII. Adjacent Property Owner Permission letter; (6 copies required). (When any part or aspect of the harvest operation will entail encroachment onto an adjacent property, written permission shall be required. The adjacent property owner's signature must be included.)

\_\_\_ VIII. Approved Critical Area Forest Stewardship Plan/Timber Management Plan and approval letter by the Baltimore County Forest Conservancy District Board; when applicable. (2 copies required)

\_\_\_ IX. Two (2) copies of the "STANDARD EROSION AND SEDIMENT CONTROL PLAN TERMS FOR FOREST HARVEST OPERATIONS IN BALTIMORE COUNTY" submitted. First copy to be distributed to the property owner and the second copy to the operator. (This will be waived if the forester verifies providing this document to these individuals prior to application submission.)

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_