

STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION  
**APPLICATION FOR VEGETATION MANAGEMENT  
 AT OUTDOOR ADVERTISING SIGNS**

FORM FH-0402

WORKING PERMIT #: _____	DATE APPLICATION SUBMITTED: _____
(completed by Outdoor Advertising Agent)	

Parts 1-4 to be completed by applicant

**PART 1 – APPLICANT INFORMATION**

F.E.I.N. / S.S.N. #: \_\_\_\_\_ Outdoor Advertising Structure PERMIT #: \_\_\_\_\_

Sign Company Name/Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, ZIP Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-mail \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Telephone Number: \_\_\_\_\_

Property owner: \_\_\_\_\_ Property Owner Telephone Number: \_\_\_\_\_

**PART 2 – SIGN/LOCATION INFORMATION**

**SIGN LOCATION**

Check here for blanket bond request

State Route No. \_\_\_\_\_, \_\_\_\_\_ County, \_\_\_\_\_ feet from the nearest edge of right of way on the

N  S  E  W  side of the roadway, and \_\_\_\_\_ (nearest tenth miles) N or E. (circle) of Milepost # \_\_\_\_\_

Sign faces: N  S  E  W  and is Left Viewing (from across the road)  Right Viewing

SIGN TYPE: Single Face  Back-to-Back  Double Faces  V-type  Side-by-Side  Combination

**SIGN DESCRIPTION**

Sign is \_\_\_\_\_ feet high and \_\_\_\_\_ feet from the nearest adjacent billboard (if within 1000' of another billboard)

Date erected \_\_\_\_\_ Date OA structure permitted \_\_\_\_\_

**PART 3 – VEGETATION MANAGEMENT PLAN** (Submitted with non-refundable \$400 Review and Permit Fee)

1. Submit Affidavit of 6-month sign history (**See ATTACHMENT #1**)
2. Submit time/date stamped color photographs of the entire Sign Viewing Zone (minimum of six (6) photos with different vantage points) and sign (minimum of 2 sign photos with different vantage points) showing advertising message taken within six weeks of application submittal as (**ATTACHMENT #2**).
3. Submit Sign Viewing Zone Inventory Sheet (existing trees (**ATTACHMENT #3**) (completed by a certified Arborist/Forester).
4. Submit the name and a copy of the ISA Arborist certification or the Georgia Forester registration. (**ATTACHMENT #4**).
5. If chemical use is proposed, submit name and copy of certification number of person responsible for its use (**ATTACHMENT #5**).
6. Submit Application Fee of \$400 per Sign Viewing Zone and submit completed Summary of Tree Values Worksheet (**ATTACHMENT #6**). Also, \$500 minimum flat fee is required for performing any work on the Right Of Way. This minimum includes any and all work which affects trees or shrubs under four (4) inches in diameter. Reference **Appendices B-1 & B-2** for average density and removal and pruning tree values.
7. Submit Stocking Points Chart (**ATTACHMENT #7**) (if applicable).
8. Submit Environmental Impact Checklist (**ATTACHMENT #8**)
9. Submit Vegetation Management Plan Annual Work Schedule (**ATTACHMENT #9**).

**PART 4 – APPLICANT CERTIFICATION AND NOTARIZATION**

I, \_\_\_\_\_ hereby certify that I am familiar with the information contained in this application and that to the best of my knowledge this information is complete and accurate and that the sign meets all requirements of Chapter 32-6 of the Georgia Code.. I further certify that subject sign currently bears or has born advertising in the past six months. I have read and agreed to the Conditions of Permit on page 2 of this application. Further, I understand that I am responsible for acquiring any local or other jurisdictional documentation and/or permits that may be legally required before performing the activities described herein. I have read and comprehend the department’s vegetation management at outdoor advertising signs policy, current edition.

\_\_\_\_\_  
Agent of Applicant Signature

\_\_\_\_\_  
Date

Sworn and subscribed before me this \_\_\_day of \_\_\_\_\_, \_\_\_\_\_ by \_\_\_\_\_(name of affiant).

He/She is personally known to me or has produced \_\_\_\_\_ as identification.  
(Type of identification)

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Notary’s Printed Name

\_\_\_\_\_  
My commission expires

(SEAL)

**CONDITIONS OF PERMIT FOR VEGETATION MANAGEMENT**

The following conditions shall be applicable to all vegetation management permits, or parts thereof, issued by the Department.

- All permits must be posted on the site in clear view from the roadway when the work is being performed. Work shall be accomplished during normal daylight hours. No work shall be performed at night, on Saturdays, Sundays, or State designated holidays. Work shall be performed in accordance with the PERMIT conditions listed on the permit.
- Applicants must contact the Area Permit Inspector before initial staking of the Viewing Zone.
- The initial work shall be continuous and shall be completed in Ten (10) working days. Uncontrollable conditions, such as weather, will be considered by the Department when adhering to the ten (10) working day requirement. Upon completion of the initial work and subsequent maintenance activities, the permittee shall notify the Area Permit Inspector for a compliance inspection.
- Any work performed shall be done in accordance with the FHWA Manual on Uniform Traffic Control Devices (MUTCD) or the diagram in Appendix D – VM Activity Traffic Control. Any signs used must be of rigid, one-piece construction covered with suitable sheeting and legend (engineering grade). Roll-up type signs may be used if they meet MUTCD Standards. Equip all signs with flags. A Traffic Control Plan will be required when any work requires lane closure(s). No stored equipment shall be located within 30 feet of the edge of the travel way.
- The Permittee will be required to furnish a performance bond in the amount determined by the Department to run concurrently with the Permit and released upon satisfactory completion of all work.
- The permittee shall indemnify , defend, and hold harmless the GDOT and all of its officers, agents, and employees or subcontractors during the performance of vegetation management or mitigation work as approved by the permit, whether direct or indirect, and whether to any person or property to which the GDOT or said parties may be subject, except that neither the permittee nor any of its subcontractors will be liable under this Article for damages arising out of the injury or damage to persons or property directly caused or resulting from the negligence of the GDOT or any of its offices, agents, or employees.
- The permittee will be held responsible for any damage on the right of way and repair to access areas, such as re-stabilization of slopes and replanting grass.
- Erosion control shall be as directed by GDOT or per National Pollutant Discharge Elimination System (NPDES Phase 2) standards and Best Management Practices (BMPs) consistent with the State Soil and Water Conservation Commission’s Manual for Erosion and Sediment Control in Georgia. An erosion and sedimentation plan is not required unless the Sign Viewing Zone is in or adjacent to an environmentally sensitive area such as a stream or wetland or as directed by the Area Permit Inspector. Vegetation Management (VM) activity is considered construction activity and not silviculture for the purposes of work on the GDOT right of way.
- Any damage to vegetation which is to remain, to highway fences, signs, paved areas, or other facilities shall be repaired or replaced by the Permittee to the satisfaction of the Department. All trimmings and debris shall be removed from the right of way and disposed of in areas provided by the permittee on a daily basis. No burning or burying shall be permitted on the right of way. Trimmings may be chipped and evenly distributed (maximum three (3) inch depth) within the Sign Viewing Zone on non-mowable slopes (if they exist) and if acceptable to the Area Permit Inspector.
- Nothing in these rules shall be construed to give permission to anyone to construct or maintain sign structures from the right of way.
- The permittee shall comply with GDOT policies on Utility Notification Requirement.
- The permittee shall be responsible for determining and notifying all other uses of the right of way.
- Issuance of a Vegetation Management Permit by the Department does not relieve the permittee from any local or other jurisdictional requirements.
- Failure to comply with all the requirements specified in the permit, unless otherwise mutually resolved, will result in immediate revocation of the permit and forfeiture of any or all of the performance bond as determined by the State Maintenance Engineer.
- The permittee shall notify the Department Maintenance Office indicated on the permit at least five (5) working days in advance of CHANGES to starting the proposed work. **48-hour notification shall be given to begin work as scheduled.**

**PART 5 – VERIFICATION** (To be completed by GDOT District Outdoor Advertising Agent)

I have reviewed the information submitted by the Applicant along with all GDOT records applicable to the above described sign and find that the sign conforms to all of the provision of Georgia Law and that it is not scheduled to be removed within the next 12 months.

- \_\_\_\_\_ There are no existing or pending violations at this site.
- \_\_\_\_\_ All renewal fees are current – Expiration date for Outdoor Advertising Sign Structure: \_\_\_\_\_
- \_\_\_\_\_ GDOT Outdoor Advertising permit and sign face is in good standing
- \_\_\_\_\_ Review Attachment #1: Affidavit
- \_\_\_\_\_ Review Attachment #2: Photos
- \_\_\_\_\_ Review Attachment #3: Sign Viewing Zone Inventory
- \_\_\_\_\_ Review Attachment #4: Arborist/Forester Certification
- \_\_\_\_\_ Review Attachment #5: Pesticide Applicator Certification
- \_\_\_\_\_ Review Attachment #6: Summary of Tree Values - Total Contributory Value: \$ \_\_\_\_\_
- \_\_\_\_\_ Review Attachment #7: Stocking Points Worksheet
- \_\_\_\_\_ Review Attachment #8: Environmental Impact Checklist
- \_\_\_\_\_ Review Attachment #9: Vegetation Management Plan Annual Schedule

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OAA Signature	Print Name	Date
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**PART 6 – VERIFICATION & RECOMMENDATION** - To be completed by District Environmentalist if the Environmental Impact Checklist (Attachment #8) indicates potential environmental impact:

**Environmental Recommendations and Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PART 7 – RECOMMENDATION** (To be completed by GDOT Outdoor Advertising Agent)

Additional Mitigating Contributory Value Due: \$ \_\_\_\_\_

Comments / Conditions of permit:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Performance Bond/Sureties Requirement: \_\_\_\_\_

Recommendation for  Approval  Denial / Date \_\_\_\_\_ (District Outdoor Advertising Agent)

\_\_\_\_\_ (District Maintenance Engineer or designee / DATE)

**PART 8**

**To be signed by PERMITTEE only after Parts 5, 6, and 7 have been completed by GDOT and returned to applicant:**

I agree with all provision/conditions of the permit approval documents: \_\_\_\_\_  
Agent of Applicant Signature

\_\_\_\_\_ Date

## ATTACHMENTS TO APPLICATION FOR VEGETATION MANAGEMENT

The following must be included with your application:

- Attachment 1: An affidavit stating the subject sign has had advertising messages thereon for some period during the preceding six months, provided however the display of a phone number only shall not constitute an advertising message for purposes of satisfying this message requirement.
- Attachment 2: Time/Date stamped, color photographs of the sign [minimum of two (2) photos with different vantage points] providing evidence that the sign has been maintained and the entire Vegetation Management Zone [minimum of six (6) photos with different vantage points] taken within six weeks of the application date. The photographs shall depict a clear representative overview of all the vegetation within the View Zone. (ATTACHMENT # 2)
- Attachment 3: The Sign Viewing Zone Inventory sheet that shows the applicant's Target Viewing Zone and the tree sizes and quantities in the viewing zone. Trees located in the Target Viewing Zone shall be quantified and sized in a separate chart, as provided on the inventory sheet, from those trees outside of the Target Viewing Zone. The certified Arborist or Forester is responsible for guaranteeing the information on the inventory sheet is complete and accurate.
- Attachment 4: Name and copy of the ISA Arborist certification or the Forester Georgia registration.
- Attachment 5: If chemical use is proposed, submit NAME and CERTIFICATION NUMBER of person responsible for its use and direct on-site supervision.
- Attachment 6: Summary of Tree Values:
  - A. Application Review Fee of \$400 per Sign Viewing Zone;
  - B. Contribution Requirement Fee per Sign Viewing Zone.
    1. There is a minimum flat fee of \$500 for vegetation management work on the right of way. This minimum fee includes any and all work which affects vegetation under four (4) inches in diameter.
    2. Fee for removal and pruning of vegetation four (4) inches in diameter and above: Removal and pruning values are shown in Appendix B-2. The total fee can be calculated using the Attachment #6- Summary of Tree Values Worksheet. The Contribution Value requirement is equal to or greater than the value of the vegetation being pruned or removed using Appendix B-2. The summary includes a calculation of the value of the proposed treatment of the right of way over and above leaving the right of way in acceptable condition.
- Attachment 7: A Stacking Points Chart shall be submitted if the applicant proposes to remove pine trees having a diameter outside bark of 12 inches or more at a height of six (6) inches above ground level in the Non-Target Viewing Zone.
- Attachment 8: An Environmental Impact Checklist shall be prepared by the applicant. If the Environmental Impact Checklist (Attachment #8) indicates involvement of potential environmental impact, the District GDOT Environmentalist may indicate additional submittals required by the applicant as the legal status of the work relates to NEPA and Section 404 jurisdictional permit requirements. If the Department determines potential environmental impact, the applicant may be required to hire a professional to complete further studies.
- Attachment 9: A Schedule for Vegetation Management for a minimum of one year. The Schedule for Vegetation Management shall be a document that describes the vegetation management work (pruning and/or removal activities; condition/treatment of site at completion of work; and the grassing and maintenance activities) detailing the incremental plan for completing all vegetation management work. This document shall also be submitted annually.

**ATTACHMENT #1**  
**Affidavit of six month Sign History**

(Attachment #1 – The notarized form will vary according to individual attorney. Your Outdoor Advertising Agent will provide you with an example affidavit form if requested.)

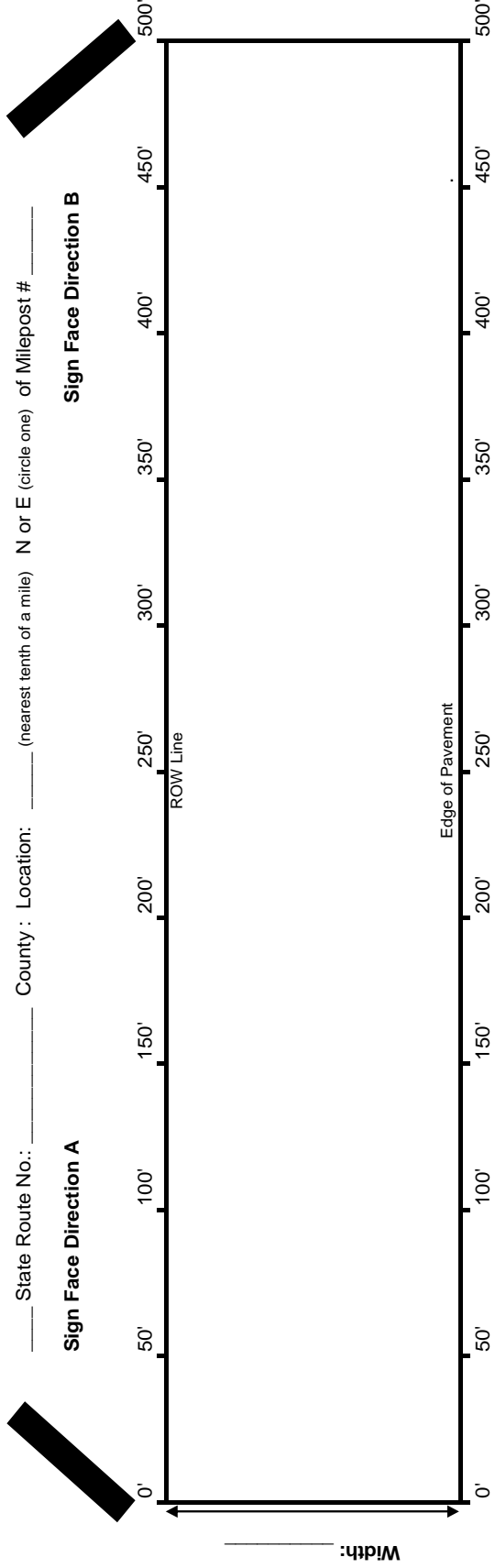
**Insert Affidavit Here.**

**ATTACHMENT #2**  
**Color Photographs of Entire Viewing Zone**

Time/Date stamped, color photographs of the sign [minimum of two (2) photos with different vantage points] providing evidence that the sign has been maintained and the entire Vegetation Management Zone [minimum of six (6) photos with different vantage points] taken within six weeks of the application date. The photographs shall depict a clear representative overview of all the vegetation within the View Zone.

**Insert Photos of Site Here**

Outdoor Advertising Structure Permit #: \_\_\_\_\_ Applicant/Outdoor Advertising Company: \_\_\_\_\_  
 \_\_\_\_\_ State Route No.: \_\_\_\_\_ County: \_\_\_\_\_ Location: \_\_\_\_\_ (nearest tenth of a mile) N or E (circle one) of Milepost # \_\_\_\_\_



Target View Zone		Non-Target View Zone		Prepared by:	
Size	Hardwoods	Non-Hardwoods	Hardwoods	Non-Hardwoods	Signature:
4					Sign Height (if 35' or less):
6					Total Acres:
8					Average Density:
10					Notes:
12					
14					
16					
18					
20					
22					
24					
26					
28					
30					

## Instructions for Completing Attachment # 3

1. Prior to Completing Attachment #3:
  - a. Notify the Department a minimum of 48 hours prior to any site visit or fieldwork. (Contact the District Outdoor Advertising Agent to find out who you should notify at the Area Office level)
  - b. Stake the Sign Viewing Zone and the Target View Zone on site.<sup>1</sup> (See Appendices A-1, A-2, A-3, and A-4 for illustrations.) If no non-hardwoods exist in the sign viewing zone the applicant may choose to not stake the Target View Zone. However, inventory of the entire Sign View Zone will be required and shall be listed in the Non-Target View Zone table. Note the absence of non-hardwoods on Attachment 3.
  - c. Once the zones are dimensioned and staked, the applicant may make a paint mark along the edge of pavement delineating the boundaries of the sign viewing zone and target viewing zone. The applicant may then remove the stakes between the edge of pavement and natural tree line.
2. Complete information at top of sheet. Indicate sign location relative to the road in the Notes section. For roads that run generally south to north the sign location would be either east or west. For roads that run generally west to east the sign location would be north or south.
3. Circle the sign face direction that applies - A or B.
4. The rectangular diagram on Attachment 3 represents a typical 500 foot long Sign Viewing Zone. The 500 foot length of the Sign View Zone is scaled at 1" = 60'. The width is not to scale.
  - a. Enter width of the distance from the edge of pavement to the right of way line in the space provided on the left side of the rectangular diagram.
  - b. In the rectangular area, delineate and dimension the Target View Zone that has been staked out onsite. The length of the Target View Zone shall not exceed a 250 foot horizontal parallel distance to a state right of way. (For signs erected on or before April 20, 1998, which are less than 35 feet in height, the Target View Zone may be increased to a maximum 350 feet where all other requirements can be met.)
  - c. In the rectangular area, delineate and dimension any site features such as bridges, bodies of water, environmentally sensitive areas (ESAs), wetlands, guardrail, walls, kudzu, etc. If another outdoor advertising sign is located closer than 500 feet of your sign face direction, write the word, "SIGN", above the right of way line at the approximate distance from your sign face.
5. For vegetation four (4) inches in diameter and greater enter numbers of hardwoods and non-hardwoods in the charts for the Target View Zone and the Non-Target View Zone next to the applicable size. If no vegetation is to be disturbed inside the Non-Target View Zone do not fill in the Non-Target View Zone chart.
  - a. Trees shall be measured at a height of six (6) inches above ground level.
    - b. Where possible, two-inch classes are used for tree sizes, with a six (6) inch tree measuring 5.0 to 6.99. Because of stipulations in the law this is not possible for all Classes. See Appendix B-1 for the Classes and the diameter ranges in which they fall.
6. The preparing Arborist's/Forester's name and signature are required.
7. Indicate sign height if the sign is 35 feet in height or less.
8. Indicate total number of acres for entire Sign Viewing Zone (500 feet times the width of the Sign Viewing Zone divided by 43,560 square feet). The width is measured from the edge of pavement to the right of way line.
9. Indicate Average Density. Average the number of trees, four (4) inches in diameter and greater, in five random ten-foot by ten-foot square plots within the Sign Viewing Zone. See Appendix B-1 to assign Low, Medium, or High density to the site.
10. Include any pertinent notes.

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- a. Stakes shall be a minimum 36 inches (900 mm) wooden stake topped with lime green flagging tape. Install stakes for the Target View Zone at a maximum of 20 feet on center. If the stakes are damaged at any time, re-establish the stake line immediately before clearing operations resume.
- b. Use green striped flagging for vegetation removal identification and yellow striped flagging for vegetation pruning identification.
- c. Place protective barrier fencing around the drip line of trees to be retained prior to the field review.

## **ATTACHMENT #4**

### **Copy of Arborist/Forester Certification**

The arborist/forester is required in the permit process to provide un-biased information on the application. If the arborist/forester is being paid by the applicant for any other purpose than the inventory work required for application submittal, a conflict of interest is created.

To avoid a conflict of interest, the arborist/forester who inventories any sign view zone for an applicant shall not be involved in any way with the vegetation removal on any of that applicant's sign view zones. This includes any financial gain or tie to the applicant removing vegetation, except to the extent that the applicant compensates the arborist/forester for the service of inventorying the sign view zone(s).

The arborist/forester must disclose to the Georgia Department of Transportation any business, family relations, or other personal interest that could influence their professional judgment on the vegetation management sign view zone(s) or gives the appearance of a possible conflict of interest.

(Attachment #4 to be provided by permittee)

**Insert Proof of Certification Here.**

**ATTACHMENT #5**  
**Copy of Pesticide Applicator License**

(Attachment #5 to be provided by permittee only if any pesticide applications are proposed)  
(A General Commercial Pesticide Certification and Category 27 are required)

**Insert Proof of Pesticide Certification Here.**

**ATTACHMENT #6 SUMMARY OF TREE VALUES WORKSHEET**

(One worksheet per Sign Viewing Zone)

**HARDWOODS**

(See Attachment # 3 for Existing Tree Counts)

**Totals**

Tree Dia. (Class)	Removal Values from Appendix B-2	Number of trees to be removed	Removal Value	Pruning Values from Appendix B-2	Number of trees to be pruned	Pruning Value	
4	\$ -		\$ -			\$ -	
6	\$ -		\$ -			\$ -	
8	\$ -		\$ -			\$ -	
10	\$ -	N/A	N/A			\$ -	
12	\$ -	N/A	N/A			\$ -	
14	\$ -	N/A	N/A			\$ -	
16	\$ -	N/A	N/A			\$ -	
18	\$ -	N/A	N/A			\$ -	
20	\$ -	N/A	N/A			\$ -	
22	\$ -	N/A	N/A			\$ -	
24	\$ -	N/A	N/A			\$ -	
26	\$ -	N/A	N/A			\$ -	
28	\$ -	N/A	N/A			\$ -	
30	\$ -	N/A	N/A			\$ -	Hardwood Total
<b>Total</b>			\$ -		+	\$ -	<b>\$ -</b>

**PINES/NON-HARDWOODS**

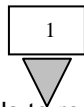
(See Attachment # 3 for Existing Tree Counts)

Tree Dia. (Class)	Removal Values from Appendix B-2	Number of trees to be removed	Removal Value	Pruning Values from Appendix B-2	Number of trees to be pruned	Pruning Value	
4	\$ -			\$ -		\$ -	
6	\$ -			\$ -		\$ -	
8	\$ -			\$ -		\$ -	
10	\$ -			\$ -		\$ -	
12	\$ -			\$ -		\$ -	
14	\$ -			\$ -		\$ -	
16	\$ -			\$ -		\$ -	
18	\$ -			\$ -		\$ -	
20	\$ -			\$ -		\$ -	
22	\$ -			\$ -		\$ -	
24	\$ -			\$ -		\$ -	
26	\$ -			\$ -		\$ -	
28	\$ -			\$ -		\$ -	
30	\$ -			\$ -		\$ -	Pine/non-Hardwood Total
<b>Total</b>			\$ -		+	\$ -	<b>\$ -</b>

**Palm Relocation -**      \$400 x  (quantity relocated) ----- **\$ -**

Vegetation Management Work on the right of way ----- **Minimum initial flat fee of \$500**  
 (Minimum fee includes all removal/pruning of vegetation less than four (4) inches in diameter.) **\$ 500.00**

**Total Contributory Value      \$ -**



# ATTACHMENT #7

## Stocking Points Chart

(Use only for proposals to remove Pine trees ≥ 12" caliper within the Non-Target View Zone)

EXISTING				PROPOSED			
Diameter (Class)	Units (converts to ft <sup>2</sup> )	No. of Existing Trees	= Existing Tree Points (ft <sup>2</sup> )	Diameter (Class)	Units (converts to ft <sup>2</sup> )	No. of Trees to be Removed	= Proposed Tree Points (ft <sup>2</sup> )
12"	0.6			12"	0.6		
14"	0.8			14"	0.8		
16"	1.1			16"	1.1		
18"	1.4			18"	1.4		
20"	1.8			20"	1.8		
22"	2.2			22"	2.2		
24"	3.1			24"	3.1		
26"	3.7			26"	3.7		
28"	4.3			28"	4.3		
30"	4.9			30"	4.9		
32"	5.6			32"	5.6		
34"	6.3			34"	6.3		
<b>Total Existing Tree Stocking Points</b>				<b>Total Proposed Removal Stocking Points</b>			



_____	×	<b>50 ft<sup>2</sup>/acre*</b>	=	_____
<b>No. Acres of the Site (the entire viewing zone)</b>		* Minimum stocking points/acre required for ≥ 12" Pine tree removal in the Non-Target View Zone		<b>Minimum Points For Adequate Stocking (ft<sup>2</sup>)</b>



_____	-	_____	=	_____
<b>Total Existing Stocking Points (ft<sup>2</sup>)</b>	(minus)	<b>Minimum Points For Adequate Stocking (ft<sup>2</sup>)</b>		<b>Removal Stocking Points Available (ft<sup>2</sup>)</b>



_____	-	_____	=	_____
<b>Removal Stocking Points Available (ft<sup>2</sup>)</b>	(minus)	<b>Total Proposed Removal Stocking Points (ft<sup>2</sup>)</b>		<b>MUST BE ≥ 0</b>



- STEP 1: List, by size in the chart above, the number of existing Pine trees ≥ 12 inches in diameter in the Non-Target View Zone.
- STEP 2: Multiply the number of existing Pine trees in the Non-Target View Zone ≥ 12 inches in diameter times the unit conversion factors in the chart to determine the Existing Tree Stocking Points (basal area in ft<sup>2</sup>) for each size. Add the Existing Tree Points for all sizes to determine the Total Existing Tree Stocking Points.
- STEP 3: Multiply the number of acres on the entire site times the 50 ft<sup>2</sup>/acre standard to determine the Minimum Tree Points for Adequate Stocking for the site. The number of acres for the entire site should be listed in Attachment #3.
- STEP 4: Subtract the 'Minimum Points for Adequate Stocking' (Step 3 Total) from the 'Total Existing Tree Stocking Points' (Step 2 Total) to determine the Stocking Points Available for Pine Tree Removal in the Non-Target View Zone. (If this number is ≤ 0, then no Pine trees ≥ 12 inches in diameter may be removed. Omit Steps 5 and 6.)
- STEP 5: If the Stocking Points Available for Tree Removal are > 0 (Step 4 Total), multiply the number of Pine trees ≥ 12 inches in diameter proposed for removal times the unit conversion factors in the chart to determine the Proposed Tree Removal Stocking Points for each tree size. Add the Proposed Tree Points for all the sizes to determine the total Proposed Removal Stocking Points.
- STEP 6: Subtract the total Proposed Removal Stocking Points (Step 5 total) from the Removal Stocking Points Available (Step 4 total). The result MUST BE ≥ 0 for removal of Pine trees ≥ 12 inches in diameter in the Non-Target View Zone.

## ATTACHMENT #8

### ENVIRONMENTAL IMPACT CHECKLIST

<b>DESCRIPTION OF ACTION</b>	Vegetation Pruning and Removal within a maximum 500 foot distance		
<b>O.A. STRUCTURE NUMBER</b>			
<b>COUNTY / STATE ROUTE</b>	/		
<b>NEAREST MILE POST</b>			
<b>ENVIRONMENTAL IMPACT CHECKLIST</b>			
<b>AREA OF POTENTIAL IMPACT</b>	<b>INVOLVEMENT</b>		<b>EXPLANATION OF YES RESPONSES</b>  (Attach Additional Sheets If Necessary)
	<b>YES</b>	<b>NO</b>	
Marked Environmental Sensitive Areas (ESA)			
WETLANDS			
BODIES OF WATER			

- **Environmental Sensitive Areas (ESA's)** are areas on the right of way with known endangered or rare species. Known areas are marked by GDOT with ESA signs at a maximum of 500 feet. If the Sign Viewing Zone is within 50 feet of an identified ESA, check the YES box.
- **Wetlands** are generally those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. If the Sign Viewing Zone is within 50 feet of a wetland, check the YES box.
- **Bodies of water** may include perennial or intermittent streams, creeks, rivers, canals, lakes, etc. Perennial bodies of water have water flowing year-round. Intermittent bodies of water may not have water flowing year-round. If the Sign Viewing Zone is within 50 feet of the top of bank of a body of water, check the YES box.
- If the **Environmental Impact Checklist** (Attachment #8) indicates involvement of potential impact, the District GDOT Environmentalist may indicate additional submittals required by the applicant as the legal status of the work relates to NEPA and Section 404 jurisdictional permit requirements. If the Department determines potential environmental impact, the applicant may be required to hire a professional to complete further studies. The occurrence of invasive plant species will not require additional documentation, but will require the applicant to remove it and apply chemical control according to this policy.

**GEORGIA DEPARTMENT OF TRANSPORTATION  
ANNUAL WORK SCHEDULE FOR  
VEGETATION MANAGEMENT AT OUTDOOR ADVERTISING SIGNS**

**ATTACHMENT #9**

**SECTION A:**

SCHEDULE IS HEREBY MADE TO THE GEORGIA DEPARTMENT OF TRANSPORTATION BY:

APPLICANT NAME & ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FACSIMILE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

OA STRUCTURE PERMIT #: \_\_\_\_\_ COUNTY: \_\_\_\_\_ STATE ROUTE NUMBER \_\_\_\_\_

\_\_\_\_\_ DISTRICT \_\_\_\_\_ (Nearest Tenth of a Mile)  N  E of MILEPOST: \_\_\_\_\_

**SECTION B – INITIAL VEGETATION MANAGEMENT SCHEDULE (For new applications only):**

CHECK THE APPROPRIATE BOX OR BOXES FOR EACH MAINTENANCE ACTIVITY THAT THIS SCHEDULE APPLIES TO:

GRASSING  CHEMICAL CONTROL  PRUNING & TREE REMOVAL

**1. GRASSING:**

LIST THE TYPE OF GRASS, INSTALLATION AND MAINTENANCE METHODS PROPOSED, AND CONDITION/TREATMENT OF SITE AT COMPLETION (SECTION D).

**2. CHEMICAL CONTROL:**

IF CHEMICALS WILL BE USED ON THE RIGHT OF WAY, LIST THE CHEMICAL NAME(S), RATE(S) OF APPLICATION, METHOD(S) OF APPLICATION, AND REASON(S) FOR THE PROPOSAL OF CHEMICAL CONTROL (SECTION D).

**3. PRUNING AND TREE REMOVAL:**

LIST THE EXTENT OF PRUNING/TREE REMOVAL OF VEGETATION LESS THAN FOUR (4) INCHES IN DIAMETER, METHOD OF DISPOSAL OF DEBRIS, EQUIPMENT TO BE USED, METHOD OF TREE PROTECTION FOR TREES TO REMAIN, METHOD OF ACCESS FOR WORK WITHIN THE VIEWING ZONE. DESIGNATE WHERE PRUNING/TREE REMOVAL WILL OCCUR WITHIN THE SIGN VIEWING AREA. INDICATE THE METHOD OF IDENTIFYING TREES TO BE REMOVED/TREES TO REMAIN. (SECTION D).

**SECTION C – ANNUAL VEGETATION MAINTENANCE SCHEDULE (For renewals only):**

VEGETATION MANAGEMENT PERMIT # \_\_\_\_\_

CHECK THE APPROPRIATE BOX OR BOXES FOR EACH MAINTENANCE ACTIVITY THAT THIS SCHEDULE APPLIES TO:

CHEMICAL CONTROL  MOWING & TRIMMING

**1. CHEMICAL CONTROL:**

IF CHEMICALS WILL BE USED ON THE RIGHT OF WAY, LIST THE CHEMICAL NAME(S), RATE(S) OF APPLICATION, METHOD(S) OF APPLICATION, REASON(S) FOR THE PROPOSAL OF CHEMICAL CONTROL, AND PESTICIDE APPLICATOR'S NAME & LICENSE # (SECTION D).

**2. MOWING AND TRIMMING:**

LIST THE PROPOSED MOWING/TRIMMING ACTIVITIES FOR VEGETATION LESS THAN 4' IN DIAMETER, METHOD OF DISPOSAL OF DEBRIS, AND EQUIPMENT TO BE USED (SECTION D).

**GEORGIA DEPARTMENT OF TRANSPORTATION  
ANNUAL WORK SCHEDULE FOR  
VEGETATION MANAGEMENT AT OUTDOOR ADVERTISING SIGNS**

**SECTION D: (FOR RENEWALS, COMPLETE STATEMENTS 3 THROUGH 6 ONLY.)**

1. TYPE OF GRASS \_\_\_\_\_

INSTALLATION AND MAINTENANCE METHODS \_\_\_\_\_

2. WHERE PRUNING/TREE REMOVAL WILL OCCUR  Inside Target View Zone  Outside Target View Zone

3. CHEMICALS TO BE USED \_\_\_\_\_

RATE(S) OF APPLICATION \_\_\_\_\_

METHOD(S) OF APPLICATION \_\_\_\_\_

REASON(S) FOR THE PROPOSAL OF CHEMICAL CONTROL \_\_\_\_\_

PESTICIDE APPLICATOR'S LICENSE #/NAME \_\_\_\_\_

4. METHOD OF DISPOSAL OF DEBRIS \_\_\_\_\_

5. EQUIPMENT TO BE USED \_\_\_\_\_

6. PROPOSED MOWING/TRIMMING ACTIVITIES \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**GENERAL PROVISIONS**

FOR ALL SITES, THE OUTDOOR SIGN VEGETATIVE MANAGEMENT REQUIREMENTS IN THE CURRENT EDITION OF THE VEGETATION MANAGEMENT AT OUTDOOR ADVERTISING SIGNS POLICY ON FILE IN THE GENERAL OFFICE OF THE DEPARTMENT OF TRANSPORTATION, IS MADE A PART HEREOF BY REFERENCE, AND ALL PROVISIONS SHOWN IN THE APPENDICES, OR ATTACHED HERETO, DURING THE MAINTENANCE OF THE PERMITEE'S VIEWING ZONE WITHIN THE RIGHT OF WAY.

AT ALL TIMES, THE PERMITEE SHALL INSTALL AND MAINTAIN TRAFFIC CONTROL IN ACCORDANCE WITH THE DIAGRAM IN APPENDIX D – VM ACTIVITY TRAFFIC CONTROL OR THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), CURRENT EDITION. FOR APPLICATIONS NOT COVERED IN THESE REFERENCES, A DETAILED TRAFFIC CONTROL PLAN SHALL BE SUBMITTED TO THE DEPARTMENT FOR REVIEW. A TRAFFIC CONTROL PLAN IS REQUIRED FOR WORK INVOLVING LANE CLOSURE(S).

ACCESS TO THE SITE SHALL BE ONLY FROM THE MAINLINE.

THE OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE MAY USE ONLY THOSE PESTICIDES ON THE RIGHT OF WAY WHICH THE DEPARTMENT HAS APPROVED ON THE OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE'S VEGETATIVE MAINTENANCE SCHEDULE.

IT IS THE OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE'S RESPONSIBILITY TO VERIFY THE LIMITS OF RIGHT OF WAY FOR MAINTENANCE OF VIEWING ZONE OF THE PERMITEE'S SIGN AUTHORIZED HEREBY.

NO INHERENT OR RETAINED RIGHT OR PRIVILEGE OF ANY ABUTTING PROPERTY OWNER IS AFFECTED BY THIS SCHEDULE, NOR IS THE DEPARTMENT RESPONSIBLE FOR ANY CLAIM WHICH MAY DEVELOP BETWEEN THE OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE AND ANY PROPERTY OWNER CONCERNING USE OF THE RIGHT OF WAY.

THE OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE SHALL GIVE THE DEPARTMENT A MINIMUM OF 48 HOURS NOTICE PRIOR TO BEGINNING ANY WORK UNDER THIS SCHEDULE.

THE PROVISIONS OF THIS SCHEDULE ARE REGULATORY AND NOT CONTRACTUAL. NO INTEREST OR RIGHT OF AN OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE GRANTED BY THIS SCHEDULE MAY BE TRANSFERRED TO ANOTHER EXCEPT BY WRITTEN CONSENT OF THE DEPARTMENT. THIS VEGETATIVE MAINTENANCE SCHEDULE MAY BE REVOKED AT THE PLEASURE OF THE DEPARTMENT UPON WRITTEN NOTICE TO THE OUTDOOR SIGN VEGETATIVE MANAGEMENT PERMITEE.

EROSION CONTROL SHALL BE AS DIRECTED BY GDOT OR PER NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES PHASE 2) STANDARDS AND BEST MANAGEMENT PRACTICES (BMPs) CONSISTENT WITH THE STATE SOIL AND WATER CONSERVATION COMMISSION'S MANUAL FOR EROSION AND SEDIMENT CONTROL IN GEORGIA. AN EROSION AND SEDIMENTATION PLAN IS NOT REQUIRED UNLESS THE VIEW ZONE IS IN OR ADJACENT TO AN ENVIRONMENTALLY SENSITIVE AREA SUCH AS A STREAM OR WETLAND OR AS DIRECTED BY THE AREA PERMIT INSPECTOR. VEGETATION MANAGEMENT (VM) ACTIVITY IS CONSIDERED CONSTRUCTION ACTIVITY AND NOT SILVICULTURE FOR THE PURPOSES OF WORK ON THE GDOT RIGHT OF WAY.

A VEGETATION MANAGEMENT PERMIT MUST BE DISPLAYED IN A LOCATION CLEARLY VISIBLE FROM THE NEAREST TRAVEL LANE DURING ANY VEGETATION MANAGEMENT ACTIVITIES.

**GEORGIA DEPARTMENT OF TRANSPORTATION  
ANNUAL WORK SCHEDULE FOR  
VEGETATION MANAGEMENT AT OUTDOOR ADVERTISING SIGNS**

**ATTACH ADDITIONAL COMMENTS AS NEEDED TO THIS PAGE.**

NOTE: Renewals are for routine maintenance of areas with previous Vegetation Management activity and are restricted to chemical control of invasive plants, mowing, and trimming of vegetation < four (4) inches in diameter.

**SECTION E (FOR RENEWALS ONLY):**

I HAVE READ AND COMPREHEND THE DEPARTMENT'S VEGETATION MANAGEMENT AT OUTDOOR ADVERTISING SIGNS POLICY, CURRENT EDITION.

by: \_\_\_\_\_ \ \_\_\_\_\_  
(Agent of Applicant Signature) (Agent's Printed or Typed Name)

\_\_\_\_\_  
(Agent's Title) DATE

WITNESS TO SIGNATURE:

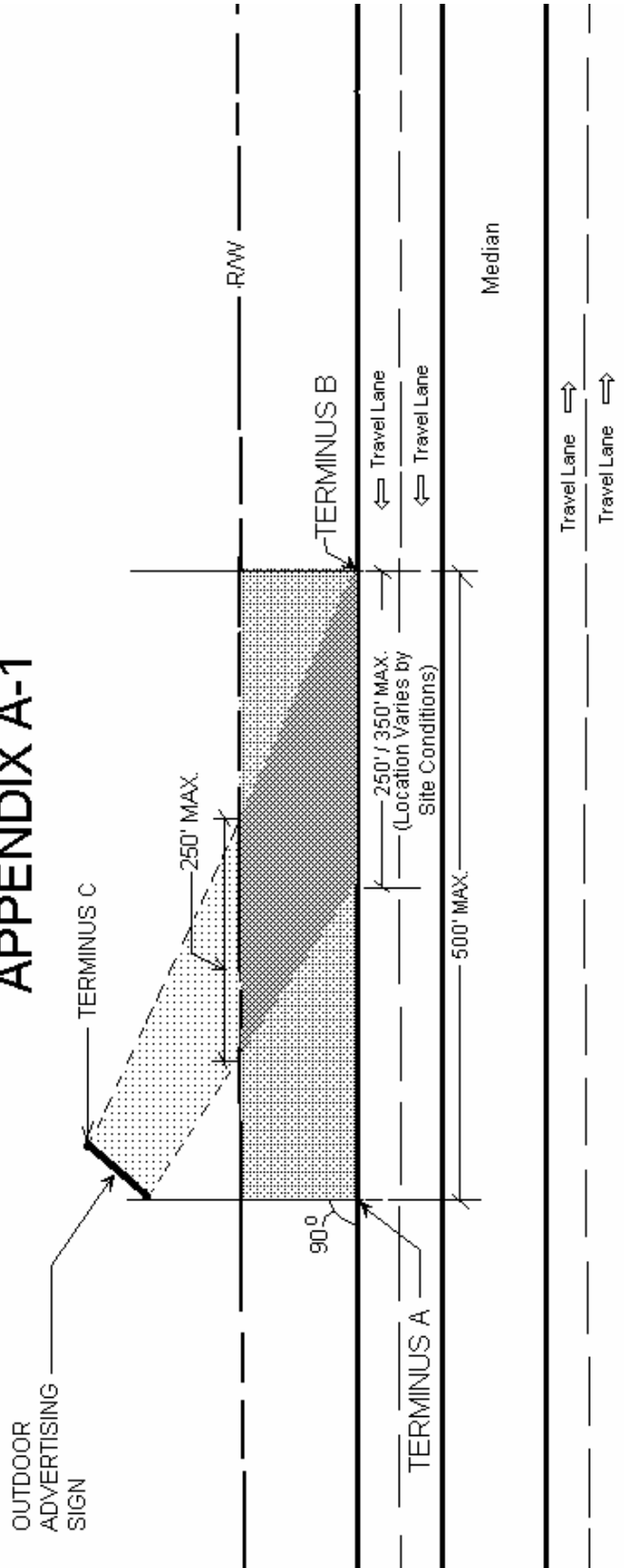
\_\_\_\_\_  
(Signature) (Print or Type Name)

**SECTION F (FOR RENEWALS ONLY):**

I HAVE REVIEWED AND APPROVED THE APPLICANT'S ANNUAL WORK SCHEDULE.

\_\_\_\_\_  
Outdoor Advertising Agent DATE

# APPENDIX A-1

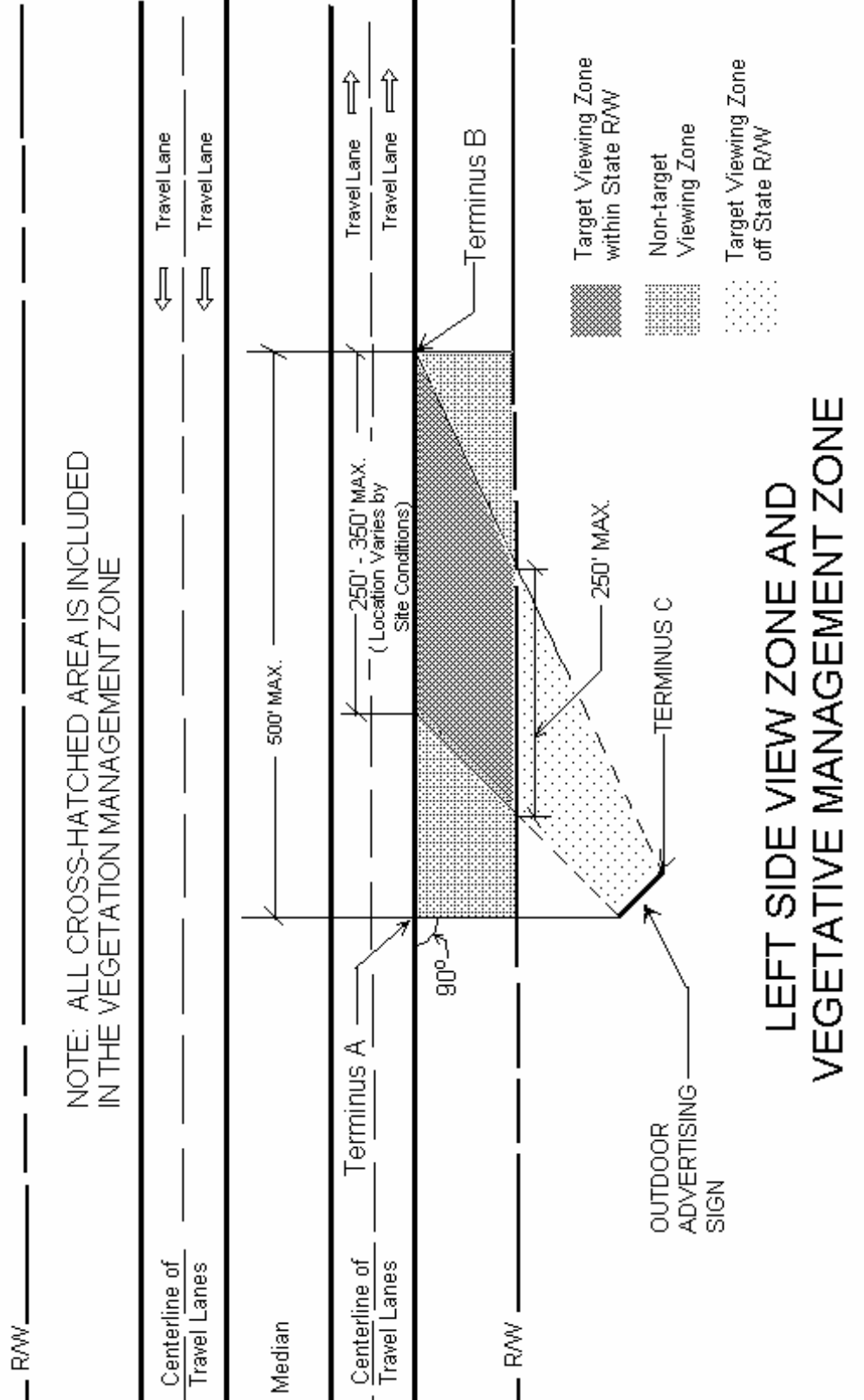


- Target Viewing Zone Within State R/W
- Non-target Viewing Zone
- Target Viewing Zone Off State R/W

## RIGHT SIDE VIEW ZONE AND VEGETATION MANAGEMENT ZONE

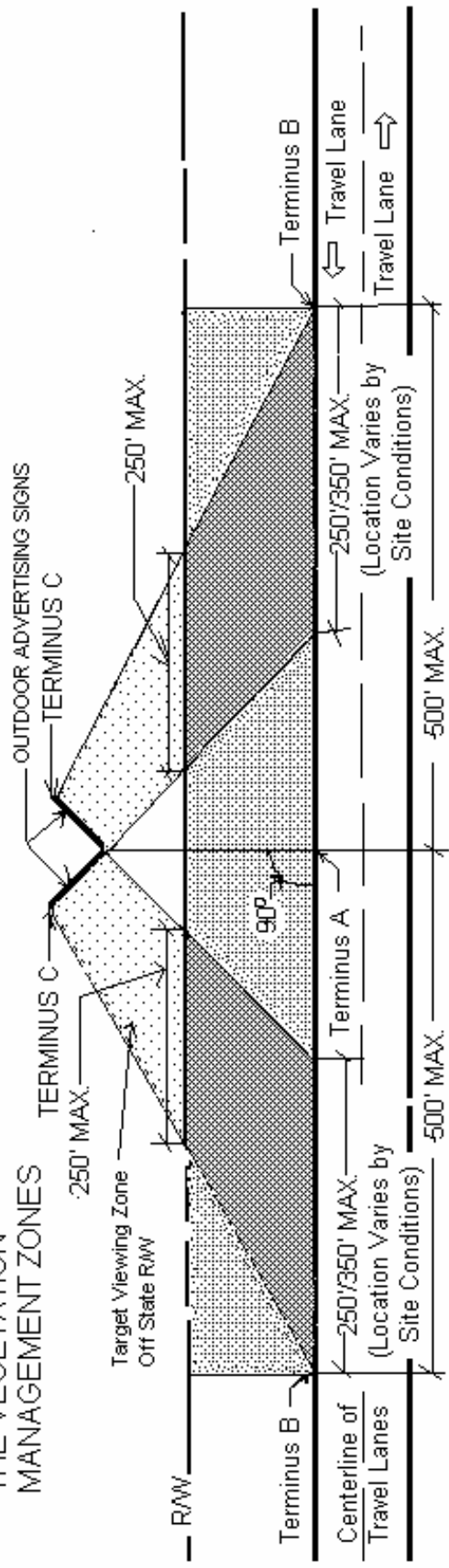
NOTE: ALL CROSS-HATCHED AREA IS INCLUDED IN THE VEGETATION MANAGEMENT ZONE




# APPENDIX A-2



# APPENDIX- A-3

NOTE:  
ALL CROSS-HATCHED  
AREAS ARE INCLUDED IN  
THE VEGETATION  
MANAGEMENT ZONES

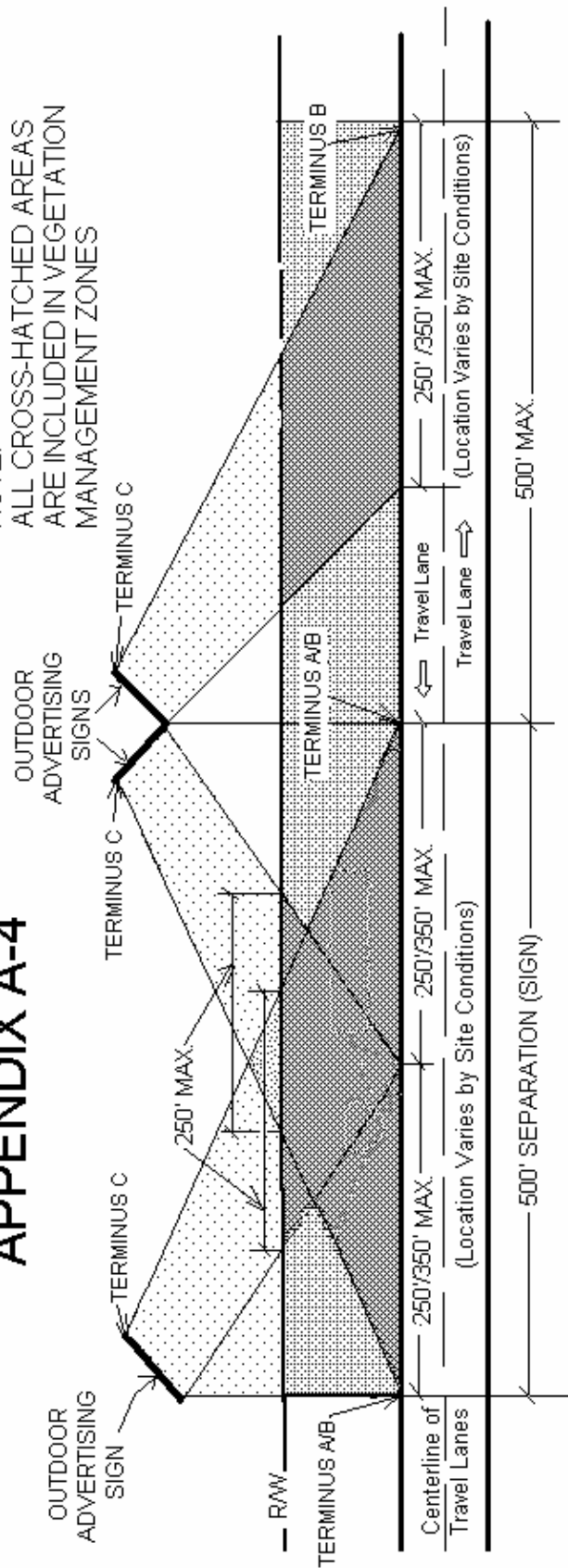


-  Target Viewing Zone Within State R/W
-  Non-target Viewing Zone
-  Target Viewing Zone Off State R/W

## BACK TO BACK / V-TYPE SIGN VEGETATION MANAGEMENT ZONES

NOTE:  
ALL CROSS-HATCHED AREAS  
ARE INCLUDED IN VEGETATION  
MANAGEMENT ZONES

# APPENDIX A-4



NOTE: EACH SIGN VIEWING ZONE IS PERMITTED SEPARATELY

## ADJACENT SIGNS WITH COMMON VEGETATION MANAGEMENT ZONES

## Appendix B-1

### Tree Diameter and Class

<b>Diameter (in inches)</b>	<b>Class (in inches)</b>
4 to 4.9	<b>4</b>
5 to 6.9	<b>6</b>
7 to 8.9	<b>8 *</b>
9 to 10.9	<b>10</b>
11 to 12.9	<b>12 **</b>
13 to 14.9	<b>14</b>
15 to 16.9	<b>16</b>
17 to 18.9	<b>18</b>
19 to 20.9	<b>20</b>
21 to 22.9	<b>22</b>
23 to 24.9	<b>24</b>
25 to 26.9	<b>26</b>
27 to 28.9	<b>28</b>
29 to 30.9	<b>30</b>

- \* Hardwood trees having an *actual* diameter outside bark of more than eight (8) inches, at a height of six (6) inches above the ground level, shall not be removed. This does not apply to pine trees.
- \*\* Stocking does not apply to pine trees with an *actual* diameter measurement of less than 12 inches.

### Average Density

<b>Density</b>	<b>Low</b>	<b>Medium</b>	<b>High</b>
<b># of Trees four inches in caliper and greater</b>	Less than 1	1 to 3	Over 3

1. **To select the correct Average Density and MPO designation for the Sign Viewing Zone you must:**
  - A. Determine the tree density for your site. Average the number of trees four (4) inches in caliper and greater) in five random ten-foot by ten-foot square plots within the Sign Viewing Zone to determine the site's Average Density. There are only three Average Density choices in the chart: Low (less than 1 tree per 100 square feet), Medium (1 to 3 trees per 100 square feet), and High (over 3 trees per 100 square feet)
  - B. An MPO is a Metropolitan Planning Organization. Determine whether the Sign Viewing Zone is Outside an MPO County or Inside an MPO County. Counties with urban areas (based on the latest census) are defined as being 'Inside an MPO'. All other Counties are considered to be 'Outside an MPO'. Counties classified as within an MPO are listed online or you may contact your District Outdoor Advertising Agent for a current list.
  - C. The selected MPO designation (Outside MPO or Inside MPO) and the selected average density designation (low, medium, or high) are used in Appendix B-2 to determine the value of the trees that are proposed for removal and pruning.



## APPENDIX C

### SUMMARY OF FEES

*All fee payments shall be in the form of certified checks, money orders or company checks.*

**Vegetation Management Review and Permit Fee** **\$400.00**

Check #1 for the **Permit Fee** is to be paid to **The Georgia Department Of Transportation** and remitted with initial application submittal. Permit fees are non-refundable.

**Total Contribution** (See Attachment #6) **\$ (varies)**

Check #2 for the **Contributory Value** is to be paid to **The Georgia Department Of Transportation**. Check #2 is not remitted with the initial application submittal. It is remitted with final signature and final permit application package submittal. This contribution check is the amount equal to or greater than the value of all affected vegetation. There is a minimum flat fee of \$500.00 for any and all work on the Right of Way. Included in this flat fee is any and all work (pruning/removal) which affects vegetation (trees/shrubs) under four (4) inches in diameter. The permittee's contribution will be designated to a fund for the beautification of the State Right of Way. The Contribution check is non-refundable.

**Annual Permit Renewal Fee** **\$ 50.00**

Check #3 for the **Renewal Fee** is to be paid to **The Georgia Department Of Transportation** and remitted with renewal application submittal. Renewals are for routine maintenance of areas with previous Vegetation Management activity and are restricted to chemical control of invasive plants, mowing, and trimming of vegetation less than four (4) inches in diameter.

**Failure to Comply with Guidelines** **\$ (varies)**

Additional fees are to be paid to the **Georgia Department Of Transportation** for any damages incurred during the prosecution of the work and maintenance period (see section 7.04 R. 3).

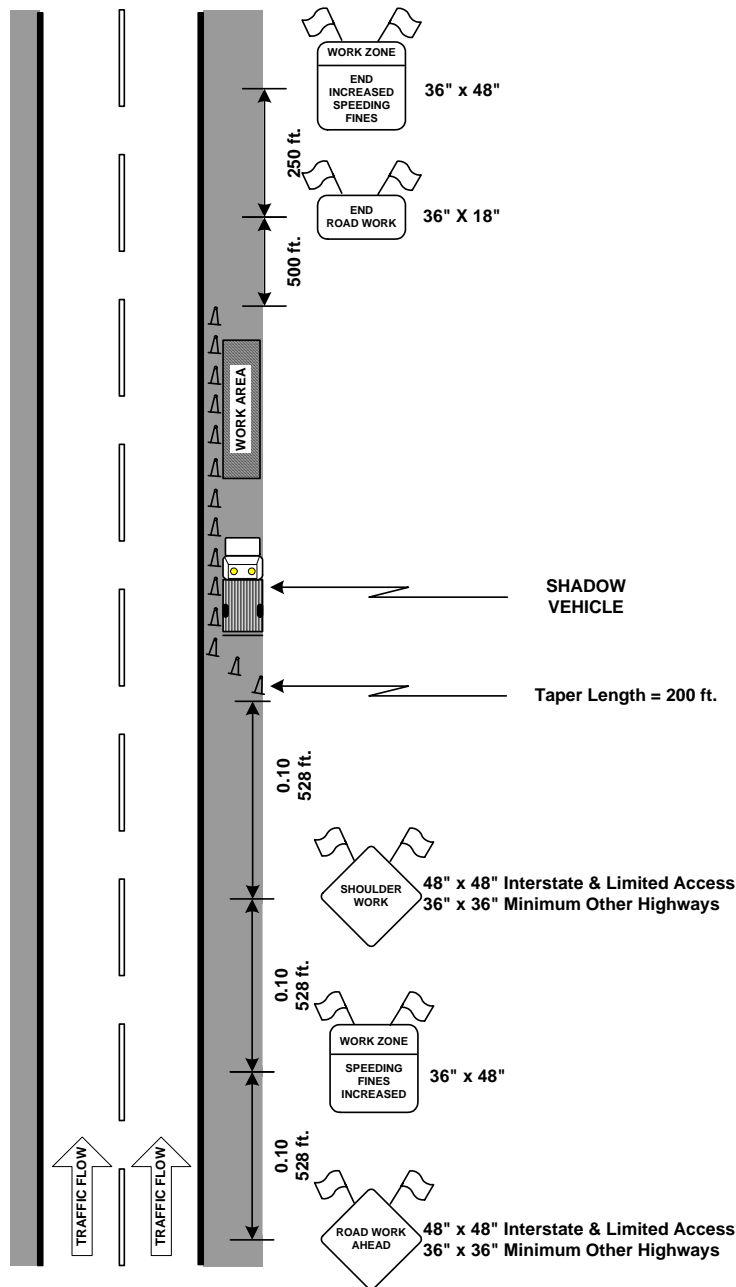
#### **Bond Requirements:**

- A Performance Bond with sureties in the amount equal to the Work and affected vegetation value (Contribution Value) or \$3,500.00 whichever is greater.
- In lieu of a performance bond, the applicant may request a Blanket Bond. It must be greater than or equal to the total cumulative Contribution Value of all active Vegetation Management Permits held by the Applicant statewide.

#### **Insurance Requirements:**

- Insurance Liabilities in the amount of \$1,000,000 per Person, \$3,000,000 per Occurrence and workers compensation insurance in the amount of \$ 500,000 each accident, \$ 500,000 each employee, and \$500,000 policy limit.
- It is the responsibility of the applicant to make certain that all persons hired by or under the direction of the applicant for vegetation management activities are covered under the required insurance.

## APPENDIX D - VM ACTIVITY TRAFFIC CONTROL DIAGRAM



### Guidance:

1. All lanes should be a minimum of 10 ft in width as measured to the near face of the channelizing devices.

### Option:

2. For the work, use on low-volume, low-speed roadways with vehicular traffic that does not include longer and wider heavy commercial vehicles, a minimum lane width of 9 ft may be used.
3. Where the opposite shoulder is suitable for carrying vehicular traffic and of adequate width, lanes may be shifted by use of closely spaced channelizing devices, provided that the minimum lane width of 10 ft is maintained.
4. Additional advance warning may be appropriate, such as a ROAD NARROWS sign.
5. Temporary traffic barriers may be used along the work space.
6. The shadow vehicle may be omitted if a taper and channelizing devices are used.
7. A truck-mounted attenuator may be used on the shadow vehicle.
8. For the work, the taper and channelizing devices may be omitted if a shadow vehicle with activated high-intensity rotating, flashing, oscillating, or strobe lights is used.
9. Vehicle hazard warning signals may be used to supplement high-intensity rotating, flashing, oscillating, or strobe lights.

### Standard:

10. Vehicle hazard warning signals shall not be used instead of the vehicle's high-intensity rotating, flashing, oscillating, or strobe lights.
11. A Traffic Control Plan will be required when any work requires lane closure(s).