



Tree Preservation Plan Checklist

The following is a partial listing of requirements for Tree Preservation Plan applications as found in Anna’s development regulations and policies. A completed checklist must be submitted with each application. Applicants shall indicate compliance with standards by checking the box adjacent to the standard. Failure to comply with standards could result in rejection of application and/or delay of Tree Preservation Plan approval. Adopted within Section 9.07 of the Tree Preservation Ordinance.

Section 1 - Plan Format & General Standards *(check if provided; indicate NA if not applicable)*

Plan graphics shall comply with the following plan format and general standards:

- Sheet size shall be 24” x 36”, black and white drawing on bond paper in landscape view. No blue-line copies will be accepted.
- Plan is clear and legible. Use a variety of line types and line weights. Do not use grey-scale shading; use stipple shading instead. Do not screen information.
- Permissible scale for plans is standard engineer scales not to exceed 1” = 100’. Larger scales may be used with prior approval. Architectural scales are not acceptable.
- Title block shall be in the lower, right-hand corner of the plan. The title block shall contain:
 - Plan type;
 - Project name (subdivision name, lot and block designations);
 - Gross acreage;
 - City, county and state name;
 - Survey and abstract name; and
 - Date of preparation.
- Provide 1 1/2” x 5” blank area above title block for city approval stamps.
- Label company name, preparer name, address, and phone number of plan preparer (e.g., surveyor, engineer, architect, landscape architect, etc.) in the vicinity of the title block.
- Label company name, contact name, address, and phone number of current property owner in the vicinity of the title block.
- Orient plan so that north is to the top or left-hand side of sheet.
- Plan is the same orientation as the development plan.
- Provide north arrow, graphic scale, and written scale in close proximity to each other.
- Provide a vicinity map in the same orientation of plan showing subject property, north arrow, scale (or labeled “not to scale”), and adjacent thoroughfares within a one-mile radius of site.
- Provide tree preservation data summary table (available online).
- List on the plan the City of Anna Tree Preservation language (available online).
- Plan layout meets City of Anna minimum tree preservation requirements.

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| TREE PRESERVATION PLAN Subdivision Name Block A, Lot 1 Gross Acreage City of Anna, Collin County, Texas Survey And Abstract Name Date of Preparation |
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Section 2 - Site Information *(check if provided; indicate NA if not applicable)*

For the proposed site, provide the following:

- Plan is consistent with valid plans and plats approved for the site.
- Plan integrates with valid plans and plats approved for adjacent contiguous sites.
- Plan is consistent with zoning and/or specific use permits approved for site.
- Show location of all rights-of-way and easements (existing and proposed).
- Aerial photograph with a transparent plan of the development at the same scale as the photography.
- Along each of the property boundaries, identify and dimension a ten (10) foot zone within the property.
- Show and label drainage and detention easement limits.
- For nonresidential, Planned Developments, and multiple-family residence developments, show location of all buildings, structures, pools, parking and vehicle maneuvering area, utilities, sidewalks, and other improvements (existing and proposed).
- For single-family and duplex residential developments, identify individual lot lines, building pads, driveways, hike/bike/equestrian trails, public improvements, utility lines and associated easements.
- Tree preservation data summary table containing all identified trees with their tag number, common species/botanical name, caliper size, condition, whether the tree is to remain or be removed. (For trees removed that require mitigation, list the caliper inches to be mitigated of each tree and a total in caliper inches to be mitigated. For trees being preserved as credits, list the caliper inches to be credited for each tree and a total in caliper inches to be credited.)
- Show location of FEMA 100-year floodplain, NRCS lake tree preservation zone, or erosion hazard setback zone and all protected trees (6" or greater) and specimen trees (24" or greater) within these areas.
- Show current and proposed property boundaries/lot lines. Label distances and bearings or curve data as appropriate.
- Identification/location of any protected quality tree 6 inches or greater DBH.
- Identification/location of any specimen trees 24 inches or greater DBH.
- Identification/location of any tree 18 inches or greater DBH within ten (10) foot zone of any property boundary.
- Show and label any non-disturbance area or proposed exemption area

Section 3 - R.O.W., Street Design, & Access Information *(check if provided; indicate NA if not applicable)*

Provide the following R.O.W., street design, and access information for roadways within the site and contiguous to the site:

- Show public and private streets. Show and dimension approximate R.O.W. and/or easement widths. Label as existing or proposed.
- Show and dimension left turn lanes and deceleration lanes with associated storage and transition areas. Label as existing or proposed.
- Show driveways. Label as existing or proposed.
- Show and label existing topography at five-foot contours referenced to sea-level datum.
- Show on-street parking. Label as existing or proposed.

Section 4 - Adjacent Property Information *(check if provided; indicate NA if not applicable)*

For properties contiguous to the site and for properties across R.O.W. contiguous to the site, provide the following:

- Label zoning and land use per City of Anna Schedule of Uses for each lot and parcel.

By signing this document, I attest that this plan complies with the Zoning Ordinances and Subdivision Regulations, Engineering Standards, and all other applicable codes and ordinances of the City of Anna.

Preparer's Name (printed)

Preparer's Signature