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Community Development Department
121 South McDonough Street Annex-2 Jonesboro, GA 30236
Office: (770) 477-3569 Fax: (770) 473-5467
www.claytoncountyga.gov/departments/community-development

PATRICK EJIKE
DIRECTOR

Timber Harvesting Application

This application is required for all Timber Harvesting requests to be approved by the Clayton County Community Development Department. All applications must be complete and signed. Incomplete applications will not be accepted. This application package consists of:

Cover Page

Support Document Matrix

Application

Property Owner Authorization

Submittal Requirements:

Required supporting documents for any Timber Harvesting permit are outlined in the attached support document matrix. Submit an electronic version and one (1) hardcopy set of the site plan(s).

Note: For areas greater than five (5) acres, site plan must be signed by a registered forester.

Zoning Request Application Submittal Requirements

Category	Zoning Related Permits	Required Documents											
		Completed Application	*Property Owner Authorization	Special Power of Attorney Affidavit	Notarized Campaign Disclosure Form	Property Deed	Letter of Intent	Legal Description	Survey of Existing Property (sign & sealed))	** Sewer/ Septic Letter	Site Plans	Building Plans or Elevations	Site Photos
Zoning Appeals	Appeals of Administrative Decision	x					x						
	Zoning Variance Submittal	x	x			x	x	x	x		x	x	
	Stream Buffer Variance	x	x			x	x	x			x		
Admnistrative Process	Minor Subdivision	x	x			x		x	x	x	x		
	Tree Removal	x	x								x		x
	Zoning Verification	x						x	x				
	Timber Harvesting	x	x								x		
	Sign Permit	x	x								x	x	x
Land Development	Site Development	x	x			x		x	x		x	x	
	Preliminary Plat	x	x			x		x	x		x		
	Final Plat	x	x			x		x			x		
Rezoning & LandUse	Zoning Change	x	x	x	x	x	x	x	x	x	x	x	
	Planned Unit Development	x	x		x	x	x	x	x	x	x	x	
	Modification of Zoning Condition	x	x		x	x	x	x	x		x	x	
	LandUse Plan Amendment	x					x						
	Conditional Use Permit	x	x		x	x	x	x	x	x	x	x	

* Letter of Authorization must be Notorized

** Clayton County Water Authority Sewer Letter or Clayton County Health Department Septic Letter

Site Plan not needed for residential tree removal; only Site Photos needed

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Instructions:

To obtain approval for a Timber Harvesting Permit, submit three (3) sets of site plans and required documents to the Community Development Department: (see required submittal document matrix attached)

1) Site Plan must be submitted by a registered forester, civil engineer, or landscape architect.

2) For areas greater than five (5) acres, site plan must be signed by a registered forester.

3) Timber harvesting that results in the sale of timber, must conform to state law regarding payment of taxes. Submit the following documents to the Clayton County Tax Assessor's Office:

- Georgia Department of Revenue Form PT-283T.
- Required payment for taxes.

Site Plan Requirements:

- Site Plan boundary must show meets and bounds
- Site Plan minimum size shall be 11 x 14 inches and maximum size shall be 24 x 36 inches
- Scale (minimum 1'= 100'); North Arrow; Topography shown at twenty 20' intervals (U.S.G.S quadrangle map)
- Project Site zoning classification and all adjacent properties zoning classification shown
- Disturbed area delineated and total acreage of site and disturbed area shown.
- Adjacent right-of-ways identified
- Show all State Waters; Wetlands; 100-year floodplain
- Delineate all state water buffers per State of GA and Clayton County regulations.
- Approximate locations and dimensions of any logging decks.
- Location of the streamside management zone (dimension required width).
- Approximate locations of any haul roads.
- Approximate locations of any stream crossings showing approximate width of crossing (bank to bank) and method of sediment control (rock riprap or culvert).
- Approximate locations of any historical features including cemeteries; or, a note indicating the absence of such on the site.
- Delineation and labeling of any required buffer zones around the perimeter of the property.
- A detail of the method to be used to delineate all buffers on the site.
- Expected time frame in which the operation will occur.
- Any additional information as may be required by the Department of Community Development staff to perform a proper review of the project.
- Timber Harvesting notes per Appendix C.

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Timber Harvesting Application

This application must be completed and signed by a registered forester, civil engineer, or landscape architect.

Property Information **[Shaded Area for Office use only]**

Parcel #(s):	Zoning:	Acreage:	Date R'cvd:
Address:	City	State	Zip

Timber sale

Type of timber sale:	Estimated Date of Sale/Purchase:	Estimated PT-283T Submittal Date:

Owner/Contractor

Owner Name:			Authorized Agent/Contractor Name:		
Address			Address		
City	State	Zip	City	State	Zip
Tel#	Mobile #		Tel#	Mobile #	
Fax #	Email		Fax#	Email	

Site Information

Is there Floodplain on this Site:	◯ Yes ◯ No	Estimated Floodplain Acreage:	Floodplain, Wetland and Stream must be shown on submitted site plan
Are there Wetlands on this Site:	◯ Yes ◯ No	Estimated Wetlands Acreage:	
Are there Streams on this Site:	◯ Yes ◯ No	Stream Length:	

I certify, together with plans and specifications, that this application shows a true representation of the work to be accomplished under this permit. It is understood that any false information or deviation from the plans and specifications will render this application/permit null and void, unless approved by the Planning and Zoning Administrator. The approval letter issued under this application is invalid after 6 months if the project is not started for which the approval letter was issued. I agree to conform to all county regulations and ordinances regulations and ordinances regulating the removal/replanting of trees.

****I understand that this is not a grading permit and that no grading shall occur on the property.****

NOTE: It is the responsibility of the approval letter holder to call for all required inspections. Failure to comply with County regulations and ordinances may result in fines and punishment as described in the zoning ordinance and subdivision regulations of clayton county.

Signature:_____ **Date:**_____

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Property Owner(s) Authorization

I, _____swear and affirm that I am the owner of the property
(Property Owner's Name)

at _____, as shown on the Tax Map and/ or deed
(Property address or parcel number)

Records of County, Georgia.

I hereby authorize _____to act as the applicant or agent in
(Applicant Name)

pursuit of the development requested on this property.

_____
(Signature of Property Owner)

Personally appeared before me on this _____ day of _____, 20____.

My Commission expires on_____.

_____ _____
(Notary Signature/ Seal) (Date)