



GDOT Publications

Policies & Procedures

Policy: 6170-1- Vegetation Management at Outdoor

Advertising Signs

Section: Vegetation Management

Office/Department: Office of Maintenance

Reports To: Division of Operations

Contact: 404-631-1000

1) PURPOSE:

To maintain highway beautification in conjunction with sustainable roadside maintenance programs; protect public investments in roadside vegetation; and to acknowledge the advertising industry's desire to maintain advertising displays located adjacent to interstates and primary federal-aid highways for the benefit of the general traveling public.

To establish a means for owners or operators of legally conforming/non-conforming advertising signs to make a request for vegetation management for maintaining visibility of such signs and the criteria and process considered by GDOT in the evaluation of the request.

(NOTE: This procedure does not apply to requests to trim or remove selected vegetation that screens on premise signs or places of business.)

2) AUTHORITY:

Sections [32-6-75.1](#), [32-6-75.2](#) and [32-6-75.3](#) (Control of Signs & Signals), Official Code of Georgia, Annotated.

3) SCOPE:

All sign owners with GDOT permitted outdoor advertising signs adjacent to Georgia interstates and primary federal aid highways who wish to maintain vegetation within the GDOT right of way or wish to ensure visibility will be required to comply with this policy for vegetation management. To ensure consistent maintenance of GDOT right of way, this process and criteria will be used by all of the permit review personnel in GDOT.

4) REFERENCES:

- 4.01 Georgia D.O.T. Standard Specifications, Construction of Roads and Bridges, most recent edition.
- 4.02 ANSI A300 (Part 1) – current version, American National Standard for Tree Care Operations – Tree, Shrub, and Other Woody Plant Maintenance – Standard Practices (Pruning).
- 4.03 National Pollutant Discharge Elimination System (NPDES Phase 2) standards.
- 4.04 Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices (MUTCD), current edition.
- 4.05 Georgia D.O.T. Policy 6755-9 – Policy for Landscaping and Enhancements on GDOT Rights of Way.
- 4.06 Manual for Erosion and Sedimentation in Georgia “Green Book”, latest edition.
- 4.07 Field Manual for Erosion and Sedimentation Control in Georgia, latest edition.

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Date Last Reviewed: 5/4/2015

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5) BACKGROUND:

This Policy is necessary to implement statutory changes made in 2011, and to establish Department procedure for processing Permits for Vegetation Management at Outdoor Advertising Signs.

6) DEFINITIONS:

- 6.01 Acceptable condition: The area is clear of debris, stakes, flagging, temporary fencing, and obstructions to conventional mowing and maintenance practices; stabilized by approved vegetative treatments; in conformance with Vegetation Management Permit conditions; the Georgia DOT Standard Specifications--; and the Georgia Erosion and Sedimentation Act. Georgia DOT Standard Specifications.
- 6.02 Cleaning: Selective pruning to remove only dead or broken branches.
- 6.03 Credit Voucher: A document created specifically and exclusively for signs removed under O.C.G.A. §32-6-75.3 in which the credit amount for the signs removed may be applied as an offset against the amount of the contributory value fee for vegetation removed under the Georgia Department of Transportation's (GDOT's) Vegetation Management Program at Outdoor Advertising Signs.
- 6.04 Crown: The leaves and branches of a tree measured from the lowest branch on the trunk to the top of the tree.
- 6.05 Crown Elevation or Raising: The removal of lower tree limbs to allow clearance or visibility beneath the tree crown. For trees growing (originating) within a Target View Zone, a maximum of twenty-five (25) percent of the leaf bearing crown may be removed.
- 6.06 Crown Reduction: Selective pruning to decrease height and/or spread of the crown. Crown reduction is not an acceptable pruning practice.
- 6.07 Drip line: The peripheral limits of the horizontal crown of a tree spread vertically to the ground, provided, however, that the same shall not be less than a circle with a five-foot radius measured from the center of the tree.
- 6.08 Effectively destroy: To cause, allow, or permit any act which will cause a tree to die, exhibit an unnatural shape or go into a period of unnatural decline. Acts which may effectively destroy a tree include, but are not limited to: damage inflicted to the root system by heavy machinery or soil compaction; excessive pruning; severing the leader or leaders; stubbing mature wood; tree abuse; grade changes; damage intentionally inflicted on the tree permitting infection or pest infestation; application of herbicides or intentional fire damage to the trees intended to remain; infliction of a trunk wound that is thirty (30) percent or greater of the circumference of the trunk, bark removal, or the removal of sufficient canopy to cause the unnatural decline of the tree.
- 6.09 Exotic pest plants: Non-native invasive plants also called noxious weeds, which are a problem in natural communities and ecosystems on public & private land. Examples: Kudzu (*Pueraria lobata*), Princess tree (*Paulownia tomentosa*), Privet (*Ligustrum sinense* and *vulgare*), Mimosa (*Albizia julibrissin*), Japanese honeysuckle (*Lonicera japonica*), Black Locust (*Robinia pseudoacacia*), and Johnson Grass (*Sorghum halepense*).
- 6.10 Expired or Lapsed Permits or Revisions: A properly issued permit or revision which is no longer valid because its conditions have not been completed or revised within the applicable time frame. This includes failure to pay any applicable fees. Permits which have expired solely as a result of failure to pay fees may be referred to as lapsed for purposes of O.C.G.A. § 32-6-75.3(j) and State Transportation Board Rules 672-14-.02.

- 6.11 Hardwood: Trees usually with deciduous leaves, including examples such as Maple, Oak, Cherry, Plum, Hickory, Ash, Beech, Willow, Poplar, and Sweetgum, with notable evergreen exceptions such as Magnolia and Live Oak.
- 6.12 Heading: The cutting of an older branch or stem back to a lateral branch not large enough to assume apical dominance in order to meet a defined structural objective. Heading is not an acceptable pruning practice. Any cut to a branch greater than 1½ inches in diameter that does not remove the branch completely to the branch collar is considered heading (stump pruning).
- 6.13 Mitigation: Reduction of the impact of vegetation management activities with additional or supplemental work. Forms of mitigation include: (1) Choosing an area of least impact; (2) Restoration/re-vegetation by grassing all disturbed areas; (3) Erosion and sedimentation control.
- 6.14 Native plant: A grass, herb, shrub, or tree which grows naturally within particular regions in Georgia, also called indigenous.
- 6.15 Nonconforming sign: A sign which was lawfully erected but which does not comply with state law or regulations due to changes in state law or regulations since the date of erection of the sign.
- 6.16 Nonhardwood: A tree usually evergreen, including Pine, Spruce, Fir, Cypress, Juniper, Cedar and other conifers.
- 6.17 Pruning: The selective removal of plant parts without having a negative effect tree's long-term health. Pruning types are restricted to cleaning, crown elevation, thinning, and vista pruning only, as defined by the GDOT. For trees growing (originating) within the Target View Zone never remove more than twenty-five (25) percent of the tree's leaf-bearing crown.
- 6.18 Removal or removed: The elimination of trees or other vegetation.
- 6.19 Screened view: The obstruction of view of the sign shall be determined as viewed from the centerline of the nearest lanes of traffic from an eye level of no less than thirty-six (36) inches above the highway surface. A sign will be considered to have a screened view when the advertising message is not discernible when viewed in the defined sign-viewing zone in the direction the sign is facing.
- 6.20 Sign Height: Measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher, to the tallest part of the sign. Written verification of sign height must be provided by a licensed, Professional Engineer or licensed Land Surveyor.
- 6.21 Target Viewing Zone: An area of the viewing zone extending from the sign to the roadway to which the sign is permitted which shall be angled as requested by the applicant to maximize the visibility of the sign to passing motorists but not to exceed:
- A. Two-hundred and fifty (250) feet along the right of way fence or boundary; and
 - B. Three-hundred and fifty (350) feet along the pavement edge, to include any emergency lane or paved shoulder.
- 6.22 Thinning: Selective pruning to reduce density of live branches. The maximum size range of the parts to be removed shall be one-and-a-half inches (1½") in diameter. For trees growing (originating) in a Target View Zone, thinning shall result in an even distribution of branches on individual limbs and throughout the crown and not more than twenty-five (25) percent of the leaf-bearing crown may be removed.
- 6.23 Topping: The reduction of a tree's size using heading cuts that shorten limbs or branches back to a predetermined crown limit. To sever the leader or leaders or to prune a tree by the stubbing of mature wood. Topping is prohibited.
- 6.24 Tree: Any living, self-supporting, dicotyledonous or monocotyledonous woody perennial plant which normally grows to an overall height of no less than ten (10) feet in Georgia.

- 6.25 Tree abuse:
- A. Topping a tree or cutting that destroys a tree's natural habit of growth in a manner that will jeopardize the health of the tree and create a hazard; or
 - B. Pruning that leaves stubs or results in a flush cut or splitting of limb ends including chemical or mechanical (shearing) mowing of trees; or
 - C. The use of climbing spikes, nails or hooks, except for the purpose of total tree removal; or
 - D. Pruning that is not in accordance with the policies and provisions hereof; or
 - E. Damaging a tree(s) while felling another tree.
- 6.26 Trim or Trimming: See Pruning.
- 6.27 Unique Vegetation: All forms of vegetation including, but not limited to: historical specimen trees or plant communities, plants on the limits of their natural range, and canopy trees or shrubs that protect rare or endangered plants growing under them.
- 6.28 Vegetation: All woody and herbaceous plants either naturally occurring or planted.
- 6.29 Vegetation Management: All planned work activities relating to landscape and roadside development on public right of way. These activities may include the removal, or pruning of trees or other vegetation, grassing, litter and debris removal, erosion control, and any maintenance management of their related features.
- 6.30 Viewing Zone (See APPENDIX A-1, A-2, A-3 and A-4): An area with a maximum frontage of five hundred (500) feet, measured along the adjacent edge of the nearest travel lane on the same side of the highway to which the sign is permitted, which has:
- A. As terminus A, the point on the adjacent edge of travel lane immediately opposite the edge of the outdoor advertising sign face closest to the highway at a ninety (90) degree angle to the roadway;
 - B. As terminus B, the point measured along the edge of pavement five hundred (500) feet (maximum) in the direction from which the sign is viewed; provided that the second terminus point shall not include areas within an interchange except along the outside shoulders of the outermost ramps and parallel to a state right of way.
- 6.31 Vista Pruning – Selective removal of lateral branches (major structural branches of the tree) to the branch bark collar on the trunk or a central leader. For trees growing (originating) in a Target View Zone, never remove more than twenty-five (25) percent of the trees leaf bearing crown. For trees growing (originating) in a Target View Zone, Vista pruning shall result in balanced symmetry of the tree.

7) APPLICATION FOR A VEGETATION MANAGEMENT PERMIT

- 7.01 Application information:
- A. A Permit for Vegetation Management at Outdoor Advertising Signs may be requested by submitting a completed Application for Vegetation Management at Outdoor Advertising Signs ([GDOT Form # FH-0402](#)) to the State Outdoor Advertising Office.
 - B. The Application form shall be available at GDOT's web page and the State Outdoor Advertising Office.
 - C. No person or entity may trim, prune, cut, or remove trees, shrubs, or herbaceous plants on public right of way to make visible or to ensure future visibility of off-premise outdoor advertising signs (billboards) without obtaining a Permit for Vegetation Management at Outdoor Advertising Signs. For

purposes of this Policy, the application of chemical control and tree abuse constitute removal of the affected tree, shrub, or herbaceous plant.

- D. The approved application, including any conditions stated therein and all of the approved Vegetation Management Plan shall become part of the Permit for Vegetation Management at Outdoor Advertising Signs.

7.02 Applications for Vegetation Management at Outdoor Advertising Signs must be submitted by the Outdoor Advertising Sign Structure permit holder/sign owner. Permits shall not be issued to sign structure owners with the same Federal Employer identification Number or owners of land on which the structure is located who have been sent written notice ordering removal of any other sign, statewide, under subsections (b) and (c) of Code section O.C.G.A. 32-6-51 that have not completed removal of the sign structure.

7.03 The application shall contain:

- A. The name, address, telephone number, facsimile number, a copy of the W9 form identifying the sign owner or company, and e-mail address if available, of the applicant, the name of the property owner, the GDOT Outdoor Advertising Structure permit number, the cutting crew foreman's information, and the notarized signature of the applicant's authorized representative.
- B. ATTACHMENT #1: Time/Date stamped, color photographs of the entire Viewing Zone [minimum of six (6) photos with different vantage points] taken within six (6) weeks of the application date, including one photo of the permit tag. The photographs shall depict a clear representative overview of all the vegetation within the Viewing Zone.
- C. Vegetation Management Plan submittals:
 - 1. ATTACHMENT #2: The Viewing Zone Inventory Sheet that shows the applicant's Target View Zone, the tree sizes and quantities in the Target View Zone and the tree sizes and quantities of trees outside of the Target View Zone that overhang it. Tree diameter measurements are taken at dbh (diameter breast height). A Certified Arborist or Forester is responsible for guaranteeing the information on the inventory sheet is complete and accurate. They are not required to determine the location of the Target View Zone or the trees to be cut. The Viewing Zone Inventory Sheet includes:
 - a. A typical five-hundred (500) foot Viewing Zone: The length of the Viewing Zone is at a scale of 1" = 60'. The depth of the Viewing Zone is not to scale. Delineate and locate any related site features [i.e. ESAs (Environmentally Sensitive Areas), wetlands, bridges, bodies of water, kudzu, concrete drains, culverts, etc.].
 - b. Target View Zone Chart: Quantify and size all of the trees four (4) inches and greater in the Target View Zone and place the totals in this chart.
 - c. Outside Target View Zone Chart: Quantify and size all of the trees 4 inches and greater in diameter that overhang into the Target View Zone and place the totals in this chart. Only the Vista Pruning method, as defined in this policy, may be used to prune trees outside the Target View Zone that overhang into the Target View Zone.
 - d. Average Density: Average of the number of trees four (4) inches in diameter and greater, in five (5) random ten-foot by ten-foot square plots within the Target View Zone to determine an average density according to Appendix B-1. This average

density will be used in Appendix B-2 to determine the values for trees removed and pruned. While not required, the Arborist/Forester may average the number of trees to determine average density.

- e. Sign Height: Provide sign's height as measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher, to the tallest part of the sign. Written verification of sign height must be provided by a licensed, Professional Engineer or licensed land Surveyor.
 - f. Where possible, two (2) inch classes are used for tree size, 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.
 - g. Provide the quantity of hardwood trees greater than 75 years of age which are identified in the field with protective fencing. (Increment boring on trees shall not occur unless approved by GDOT.)
2. Attachment #3: Name and copy of the ISA certified Arborist or Georgia registered Forester responsible for guaranteeing accuracy of inventory sheet.
 3. Attachment #4: Name and copy of license of personnel responsible for pesticide use and on-site observation, if applicable.
 4. Attachment #5: A Summary of Tree Values Worksheet that calculates the Total Contributory Value of all proposed vegetative pruning and/or removal.
 5. Attachment #6: A Work Proposal for Vegetation Management. The Work Proposal is a comprehensive description of the proposed activity within the Target View Zone. This proposal includes four parts: Part 1: The Work Activity Plan, Part 2: The Environmental Impact Checklist, Part 3: The Erosion and Sedimentation Sketch and, Part 4: The approved NOI for land disturbance of one (1) acre or more.
 6. Attachment #7: Certificate of sign height stamped by a licensed, professional Engineer or licensed land Surveyor guaranteeing accuracy of the sign height; or, Local Government Certification for Restrictions on Lowering a Sign, if applicable. If the local government does not allow sign lowering, the waiver portion of this form ***must*** be completed ***prior*** to the submittal of the application.
 7. Attachment #8: A copy of Credit voucher for Sign Removal, if applicable.

D. The payment of all fees: (See Appendix C)

1. Application review and permit fee of \$400.00 (non-refundable – to be submitted with the initial application and attachments); and
2. A Contributory Value check (non-refundable) equal to the value of the affected vegetation to be removed and/or pruned. The applicant shall submit the Contributory Value check only after receiving their notification of Provisional Approval of Permit. The payment of Contributory Value (established in the notification of Provisional Approval of Permit) is due with the applicant's final application signature within sixty (60) days after the Provisional Approval date. A minimum flat \$500 fee is established for any and all vegetation management work within a Target View Zone that affects vegetation

under four (4) inches in diameter.

- E. A performance bond in an amount equal to the Contributory Value of the affected vegetation and proposed mitigation, if applicable (minimum \$4,000.00 with sureties in the amount acceptable to the Department to run concurrently with the permit). The performance bond shall be subject to forfeiture to the Department in the event of violation of these regulations or upon failure of the Permittee to leave the viewing zone in a condition acceptable to the Department. An additional amount determined by the Department shall be added to the performance bond for permits for signs that must be lowered. A letter of escrow may be used instead of a performance bond.
- F. The Permittee and their cutting crew Foreman must attend a scheduled pre-construction site meeting with the Area Permit Inspector for the determination of all work limits, points of access, sedimentation and erosion control requirements, traffic control requirements (rush hour traffic limitations, etc.), Foreman contact information, concerns regarding existing site conditions, and finalized work schedule shall be submitted to the Area Permit Inspector. GDOT reserves the right to determine the final location of each zone. As a part of a field review, condition of approval, and after approval notification, the Permittee shall provide:
 - 1. Field stakes depicting the limits of the Viewing Zone.
 - 2. Field stakes depicting the limits of the Target View Zone. Stakes shall be a minimum thirty-six (36) inches, wooden, topped with fluorescent orange flagging tape or spray painted with orange paint and installed at a maximum of 10 feet on center. If the stakes are damaged at any time, re-establish the stake line immediately before clearing operations resume.
 - 3. Yellow striped flagging tape for vegetation pruning identification and yellow striped flagging tape for vegetation pruning identification.
 - 4. Required protective barriers around the drip line of trees to be retained prior to the field review.
 - 5. Verification of the sign structure height, ensuring conformance to all applicable regulations and policies. For signs taller than seventy-five (75) feet, no permit shall be issued without written agreement from the sign owner that the sign will be lowered within sixty (60) days of vegetation management activity within the adjacent Viewing Zone.
 - 6. Necessary sedimentation and pollution control using Best Management Practices (BMPs) in accordance with the Manual for Erosion and Sedimentation in Georgia "Green Book".

7.04 All vegetation management proposed in the plan shall be in accordance with this Policy, GDOT Standard Specifications, the Georgia Erosion and Sedimentation Act, and the following guidelines:

- A. No trees or vegetation shall be trimmed, cut or removed other than within an approved Viewing Zone.
- B. All vegetation to remain within the Viewing Zone shall be maintained in a healthy acceptable condition.
- C. All disturbed areas shall be in conformance with the grassing and establishment maintenance specifications of this policy, the Manual for Erosion and Sedimentation in Georgia "Green Book", and GDOT Standard Specifications. Indication of successful grass germination and adequate coverage is required. It is the permittee's responsibility to adhere to and follow the Georgia Erosion and Sedimentation Act.

- D. The Schedule for Vegetation Management may provide for the eradication of exotic pest plants or any other noxious weed growth and the View Zone shall be maintained free of exotic pest plants.
- E. The Viewing Zone shall be maintained by the yearly permit renewal from the Department.
- F. Work shall be accomplished during normal daylight working hours. No work shall be performed on Saturdays, Sundays, or designated State holidays.
- G. The Permittee shall give the local District Engineer, or designee, a minimum of forty-eight (48) hour notification prior to any and all permitted and scheduled vegetation management activity on the right of way.
- H. The Permittee must provide a minimum of five (5) working days notification of any changes to the approved work schedule.
- I. All vegetation management work, excluding inventory work, shall be performed under the direct supervision of a designated, English speaking, cutting crew Foreman. The Foreman shall remain on the site during all vegetation management activity that takes place after the pre-construction meeting. The Foreman is responsible for immediately notifying the Department of any violations, even if unintentional. All work shall be performed in accordance with ANSI A300 Part 1, the Georgia Erosion and Sedimentation Act, and this Policy. Work shall meet all rules and regulations set forth by local (County/State/Federal) agencies.
- J. Chemical control of vegetation is limited to selective control of invasive exotic pest plants and stump treatments. Herbicide storage, application, and disposal shall be in accordance with all of the manufacturer's recommendations and with State and Federal rules and regulations:
 - 1. Herbicides shall be certified for right of way use and approved by the Department.
 - 2. Perform all herbicide applications under the direct supervision of a person licensed by the Georgia Department of Agriculture to apply herbicides (Certified Pesticide Applicator) in the category of Right of Way use (27). Provide this information, as applicable. (ATTACHMENT 3).
 - 3. Herbicides shall have an approved dye for inspection purposes.
 - 4. Spray no herbicides in or directly adjacent to streams, rivers, or bodies of water.
 - 5. Invasive exotic pest plants may be removed and stump treated. There is no fee for removing exotic pest plants greater than four (4) inches in diameter.
 - 6. All applicators shall wear proper safety attire as recommended by the chemical instructions.
 - 7. All chemical control operations shall be supervised by the District Maintenance Engineer or designee, with forty-eight (48) hour notification.
- K. Wound dressing or paints will not be used.
- L. Equipment that will damage the bark and cambium layer shall not be used. The use of climbing spurs is not permitted. All cut limbs shall be removed from the tree crown upon completion of the pruning.
- M. For trees originating within the Target View Zone, pruning shall not leave large open spaces in the general outline of the tree. Only Crown Raising, Thinning, and Vista Pruning are allowed on trees' lateral limbs. Cutting the leader of mature wood constitutes topping and is prohibited. Heading cuts are prohibited.
- N. Erosion and sedimentation control shall be as 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. A Sedimentation and Pollution Control Sketch is required with the application for a permit with less

than one (1) acre of land disturbance. A land disturbing activity, which is equal to or greater than one (1) acre, requires coverage under the State's National Pollutant Discharge Elimination System (NPDES) Permit Number GAR100001 for Stand Alone Construction Projects. Applicants desiring coverage under the general NPDES Permit must submit a Notice of Intent (NOI) to the Environmental Protection Division (EPD) or the Local Governing Authority in order to receive authority to discharge storm water from the construction site. Vegetation Management activity is considered construction activity and not silviculture for the purposes of work on the GDOT right of way.

- O. No herbicide use, or ground/land disturbance shall take place within any marked Environmental Sensitive Area, stream buffer or wetland.
- P. All work shall be done without damage to existing trees and shrubs that are being pruned, that are to remain in the Viewing Zone, or that are adjacent to the Viewing Zone. During any pruning or removal work, the Permittee/contractor shall adhere to the following:
 - 1. Place and maintain protective barriers around the drip line of all trees to be retained on the site to prevent their destruction or damage. The protective barriers shall be high enough to be seen easily by operators of trucks and other equipment. Protective barriers shall be bright orange and constructed of sturdy material (not flagging or ribbons).
 - 2. Clearing of vegetation within the drip line of trees designated for preservation shall be done only by hand in order to not damage tree roots or compact soils.
 - 3. Ensure that all Best Management Practices (BMPs) are consistent with the State Soil and Water Conservation Commission's Manual for Erosion and Sediment Control in Georgia.
 - 4. Any trees designated to be preserved within and adjacent to the Viewing Zone which are damaged during pruning and removal activities shall be treated as failure to comply with the following guidelines:
 - a. For damage that effectively destroys a tree, as determined by the Department, the Permittee shall be required to convey to the state the amount equal to the compensatory damages of the affected vegetation as provided in [GDOT Policy 6755-9](#). The Department may require all work on the site be stopped until the damaged tree is properly pruned or removed, if applicable, and the mitigation fee for the damaged tree is received. If more than twenty-five (25) percent of the leaf bearing crown of a tree is damaged the tree is effectively destroyed.
 - b. Repeated and/or excessive damage to trees by the sign owner or the sign owner's tree trimming crew may result in immediate revocation of the vegetation management permit on file, forfeiture of bonds, and/or permanent denial of any future vegetation management permits.
- Q. The work shall include proper disposal of all vegetation management related waste and debris on a daily basis. When completed, the tree removal and pruning area of the Target View Zone must be clear of all litter, debris, including natural debris such as fallen and dead tree limbs, branches and palm fronds, and mowable slopes shall be in acceptable condition for mowing by conventional mowing equipment. No vegetation management activity shall occur outside the Target View Zone except for pruning limbs that overhang into the Target View Zone. Tree removal and pruning debris or chips shall not be deposited outside the Target View Zone.

R. Remove tree stumps and roots projecting through the surface of the ground as outlined below. Blasting or pushing the stumps out with bulldozers will not be permitted. Holes or voids created by the tree and stump removal shall be filled, graded and compacted with acceptable fill material.

1. Mowable Areas: All tree stumps, brush stumps, and roots projecting through or appearing on the surface of the ground, shall be removed by cutting or grinding flush with the surrounding ground surface.
2. Non-mowable Areas (slopes greater than 3:1): All stumps and roots located on non-mowable slopes shall be removed to a height of three (3) inches or less above the surrounding ground. Stump height shall be measured from the top of stump to base of stump on the lowest side of the slope.
3. The Permittee is to request an interim inspection, with forty-eight (48) hour notification to the Department, prior to any stump grinding work.
4. Stumps may be treated with a selective herbicide, if approved by the Department. Herbicides used on the stumps shall have an approved dye for inspection purposes and shall be applied immediately (within 15 minutes) after cutting. Later re-growth greater than four (4) inches in diameter from cut stumps cannot be removed during renewal activities.

S. All work shall include the proper protection of right of way slopes, drainage features, fencing, signage, guard rail and delineator posts. Any damage to right of way facilities shall be replaced and restored to the satisfaction of the Engineer. This cost shall not be included in provided mitigation values. The Department may reject a permit application if the permit review determines the proposed vegetation removal will jeopardize the stability of the slope and compromise erosion and sedimentation control.

7.05 An approved Permit for Vegetation Management at Outdoor Advertising Sign authorizes the Permittee to prune or remove trees, shrubs, or herbaceous plants only within an approved Target View Zone inside a specified Viewing Zone, which will be determined as follows:(Vegetation Management Zone), which will be determined as follow:

- A. The approved Viewing Zone shall be based on a continuous five-hundred (500) maximum linear foot distance parallel to the adjacent edge of the travel lane, all within the Department right of way (See Appendix A-1, A-2, A-3 and A-4).
 1. The Target View Zone is an area of up to 350-foot horizontal distance parallel to the edge of the road and 250-foot horizontal distance parallel to the state right of way boundary and within the Viewing Zone in which all trees may be removed.
 2. The Target View Zone location will vary by site and will be established **ONE** time with the initial permit process at the pre-construction meeting. No revisions or subsequent permit requests for a different area will be permitted.

7.06 No Permit for Vegetation Management at Outdoor Advertising Sign shall be issued:

- A. For incomplete submittal packages.
- B. For an outdoor advertising sign which does not have a current valid sign permit and has no pending violations.

- C. For mowing or non-selective chemical or mechanical control of grass or other vegetation.
- D. For signs that do not have a screened view.
- E. For work proposed within medians, interchange quadrants, or within interchange areas except along the outside shoulders of the outermost ramps and parallel to a state right of way.
- F. For chemical control of any vegetation over four (4) feet from the ground.
- G. To prune, trim, or remove vegetation that is protected by state law, or determined by the Department to be historic, a landmark tree, or a specimen tree.
- H. For outdoor advertising signs permitted or assigned a working number by the Department after December 31, 2010, for a period of five (5) years from the date a new sign is permitted.
- I. To prune, trim, or remove vegetation where such vegetation has been determined by the Department to be an intentional planting that occurred before the permit application is submitted, is part of a beautification project implemented prior to the vegetation management permit and/or where the beautification project is specifically identified in the Department's construction or landscape plans, permitted landscape projects, or any other agreements.
- J. To prune, trim, or remove vegetation when the Department has determined that creation of the new Viewing Zone will significantly disrupt natural systems, roadside aesthetics, or have other negative impacts on the operation of the highway.
- K. To create a new Viewing Zone by pruning, trimming, or removing existing vegetation in the preparation of a new sign site or pending a permit or permit action.
- L. To an applicant whose record of conduct or whose tree trimming crew's record of conduct regarding the disturbance of trees or other vegetation on state rights of way by actions of theirs or others that has repeatedly violated this permit policy.
- M. For a sign that is not legally permitted.
- N. For a sign which exceeds seventy-five (75) feet in height, as measured from the base of the sign or crown of the adjacent roadway to which the sign is permitted, whichever is higher, unless the sign owner agrees to reduce the height of the sign.

7.07 Applications will be reviewed, approved or denied in accordance with the Georgia Outdoor Advertising Control Act, Code of Georgia Section 32-6-70, et. Seq.

7.08 In the event two (2) adjacent signs with overlapping Viewing Zones, but different Outdoor Advertising sign permit holders or sign owners, are involved in the permitting process, the permit applicant must confer with the adjacent sign owner and obtain a written agreement, submitted with the permit, from them agreeing to the location of the proposed Viewing Zone.

- A. Each Sign Viewing Zone is permitted separately. Any new Vegetative Management Permits for Viewing Zones that overlap existing, permitted Viewing Zones will be held until the performance bond for the earlier, permitted vegetative management activities is released.
- B. Schedules for maintenance activities of the overlapping Target View Zones once the initial pruning/removing/grassing are completed will be coordinated by the GDOT based on the individual vegetative management plans submitted by both earlier and subsequent sign Permittees.
- C. When there are two adjacent signs with the same Outdoor Advertising sign permit holder or sign owner, the GDOT may, at their discretion, allow requests for vegetative management activities to take place simultaneously for both Viewing Zones .

- 7.09 Time/Date stamped, electronic color photographs [minimum of six (6) photos with different vantage points] providing evidence that all applicable standards for pruning and requirements of the permit having been satisfied shall be submitted by the Permittee at the completion to GDOT. The photographs should depict different clear representative views of the vegetation pruned and preserved.
- 7.10 A permit placard (GDOT FORM#FH-0404) must be displayed within the Viewing Zone in clear view from the main travel way when any vegetation management is in process. The placard will be collected at the completion of work and re-distributed as necessary to facilitate permitted maintenance activities.
- 7.11 Release of Bond: The performance bond or the letter of escrow will be released upon final inspection, review and approval of as-built photos, verification that the sign has been lowered, as certified by a professional engineer or registered land surveyor and final acceptance by the Department.
- 7.12 A Permit for Vegetation Management at Outdoor Advertising Signs is valid for the term of one (1) year in accordance with all parts of the approved Vegetation Management plan. An updated permit application, a \$50 renewal fee, and an updated Annual Work Schedule shall continue to be due each year while maintenance activities continue. The date of the applicant's final signature on the permit is the Effective Date. Renewals are due by September 1st of the year following the year of the Effective Date of the permit.
- A. The \$50 annual permit renewal is for a period of one (1) year. It allows the applicant to maintain only the area of the Viewing Zone initially modified.
1. Within a Target View Zone, trees and vegetation sprouting from the ground 4 inches in diameter and larger shall not be pruned or removed.
 2. Vista Pruning activities for trees that are overhanging into the Target View Zone may occur.
 3. Any proposed chemical control shall comply with section 7.04.J guidelines.

8) GROUND RESTORATION/MITIGATION

- 8.01 Erosion and sedimentation control shall be as 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. A Sedimentation and Pollution Control Sketch is required with the application for a permit with less than one (1) acre of land disturbance. A land disturbing activity, which is equal to or greater than one (1) acre, requires coverage under the State's National Pollutant Discharge Elimination System (NPDES) Permit Number GAR100001 for Stand Alone Construction Projects. Applicants desiring coverage under the general NPDES Permit must submit a Notice of Intent (NOI) to the Environmental Protection Division (EPD) or the Local Governing Authority in order to receive authority to discharge storm water from the construction site. Vegetation Management activity is considered construction activity and not silviculture for the purposes of work on the GDOT right of way.
- A. If adjacent Vegetation Management Applications propose a contiguous land disturbing activity that will be equal to or greater than one (1) acre, an applicant must include an approved Notice of Intent (NOI) and an approved Erosion, Sedimentation and Pollution Control Plan.
- B. If adjacent Vegetation Management Permits propose a contiguous land disturbing activity that will be equal to or greater than one (1) acre, a permittee(s) must provide an approved Notice of Intent (NOI) and an approved Erosion, Sedimentation and Pollution Control Plan.

- 8.02 Non-mowable slopes are slopes steeper than 3:1. Distribution of chipping debris on non-mowable slopes, if they exist within the Viewing Zone, is allowed as long as the chips are evenly distributed and as long as the depth of chips is kept no more than three (3) inches deep. Chips shall be no larger than three (3) inches in size. If chipped debris is not used, plant permanent grass according to GDOT specifications (Section 700) using BMP's as per the State Soil and Water Conservation Commission's Manual for Erosion and Sediment Control in Georgia. Fertilizer and lime may be used to establish permanent grassing. For all disturbed areas, ensure that final stabilization occurs prior to completion of a workday or prior to a rain event, whichever comes first.
- 8.03 On mowable slopes, where trees are removed within the Target View Zone the understory vegetation shall also be removed and permanent grassing is required according to GDOT specifications (Section 700) using BMP's as per the State Soil and Water Conservation Commission's Manual for Erosion and Sediment Control in Georgia. All disturbed areas must be left in a mowable condition. The ground surface must be left without mounds and depressions in the final grade, with leaf litter and debris removed so grass seed is able to come into contact with the soil and germinate. Fertilizer and lime may be used to establish permanent grassing. For all disturbed areas, ensure that final stabilization occurs prior to completion of a workday or prior to a rain event, whichever comes first.
- 8.04 Rye grass (*Lolium Canadensis* or *Lolium virginiana*) may be included in the permanent grass seed mix, at a rate of 8 lbs/acre (9 kg), only when seeding occurs in September through March.
- 8.05 The Department's acceptance of any sedimentation and erosion control plan or sketch, with an approved application, is not a guarantee that all BMPs are or will be adequate during vegetation management activity and until final acceptance of the site. It is the permittee's responsibility to adhere to and follow the Georgia Erosion and Sedimentation Act. The Area Permit Inspector may require additional BMPs based on their knowledge of the specific site.

9) FAILURE TO COMPLY WITH GUIDELINES-UNAUTHORIZED CUTTING, TRIMMING OR REMOVAL OF VEGETATION BEST MANAGEMENT PRACTICES (BMPs) FOR SOIL EROSION AND SEDIMENTATION CONTROL

In the event the PERMITTEE through any cause fails to perform any of the terms, conditions or provisions of the Vegetation Management Permit on their part to be performed, or if they for any cause fail to maintain the designated working area in a reasonable manner, follow BMPs or if the PERMITTEE violates any terms, conditions or provisions of the Permit, the GDOT shall have the right to terminate the Permit by giving thirty (30) days notice in writing of the termination and date of such termination to PERMITTEE. Violation of the Vegetation Management Permit will be grounds for the cancellation of the Permit, and the sanctions provided for in Rule 672-14 and the Georgia Outdoor Advertising Control Act, O.C.G.A. Section [32-6-70](#) et.seq. shall apply. The procedures provided under O.C.G.A. Section 32-6-95 shall apply the same as in cases wherein the Department believes that a sign is being maintained in violation of this part. Any person engaged in unauthorized pruning, trimming, or removal of vegetation in violation of O.C.G.A. Section [32-6-75](#) is subject to a penalty of \$10,000 to \$20,000 per incident and restitution in an amount equal to the appraised value of the trees or vegetation, or both, which were unlawfully trimmed or removed, as outlined in this Policy.

An applicant's record of conduct regarding disturbance of trees or other vegetation on state rights of way shall be considered by the Department as part of the evaluation process for any permit or permit renewal process.

The Department reserves the right to reject applications from any applicant with unresolved or alleged violations of the rules or this policy.

10) SAFETY

- 10.01 At all times, the PERMITTEE 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 and for work requiring lane closure(s), a detailed traffic control plan shall be submitted to the department for review.
- 10.02 Access to the site shall be only from the mainline.

11) HIGHWAY BEAUTIFICATION

No beautification project shall include the planting of trees in the right of way within five hundred (500) feet of an outdoor advertising sign such that the visibility of a permitted outdoor advertising sign is obscured or could later be obscured by the growth of such vegetation.

12) TRAINING

The General Maintenance Office will provide training as necessary.

13) FORMS

The following forms will be made available to the applicant during the permitting process or posted online at the Vegetation Management at Outdoor Advertising Signs web page of the Department's web site.

- Form FH-0402, Application for Vegetation Management at Outdoor Advertising Signs
- Form FH-0404, Permit for Vegetation Management at Outdoor Advertising Signs
- Form DOT-0407, Voucher Credit for Sign Removal

PART II VEGETATION MANAGEMENT APPLICATION/PERMIT PROCESSING

14) APPLICATION/PERMIT PROCESSING

- 14.01 The State Outdoor Advertising (ODA) Office or designee shall accept Applications for Vegetation Management At Outdoor Advertising Signs (Form #FH-0402) and collect application fees.
- A. The review shall include the following:
1. Confirm the accuracy of all the attachments to the application, including review for the fee due, issues specific to the View Zone site, and bond requirement.
 2. Confirm the Viewing Zone is not in an area having landscape encroachment and/or mowing and maintenance agreement.
 3. Confirm the Viewing Zone is not in an area having an existing, intentionally planted landscape project.
- B. When an Application is approved and signed by the State Outdoor Advertising Manager confirms or designee, the application is returned to the applicant for signature of agreement to abide by permit requirements. A request for the bond, insurance verification, and contributory value fee check, is included. The signed original plus one additional copy are returned to the State ODA Office.
- C. GDOT notifies the applicant of approval and includes instructions to contact the Area Permit Inspector to receive the approved permit and schedule a field review.

- D. The State ODA Office sends one permit package to the appropriate Area Permit Inspector with a permit Identification Placard.
- E. The applicant contacts the Area Permit Inspector to schedule a field review. The Area Permit Engineer shall coordinate a pre-construction site meeting with the Permittee/contractor and their designated Foreman for the determination of all work limits, points of access, traffic control requirements, erosion and sedimentation control measures (BMPs) tree preservation requirements, and work schedule. If discrepancies are found between the permit, field conditions, or the work being performed, the Inspector or Agent of the Department will stop work and notify the State ODA Office. The permit will be re-evaluated and could be subject to revocation.
- F. Individual permit placards (Form FH-0404) will be issued for each approved Viewing Zone. The permit placard will share the same vegetation management permit number found on the application.
- G. The Area Permit Inspector and any other Agent of the Department shall periodically visit permitted Viewing Zones to verify compliance with conditions of this directive and Vegetation Management permits. If a violation is detected, the Agent of the Department shall notify the State Outdoor Advertising Office. No other Permit(s) for Outdoor Advertising Signs shall be issued to the same applicant until the appropriate fine or contribution funds are collected or vegetation management permit requirements are satisfied.
- H. For final acceptance, the Area Permit Inspector or Agent of the Department shall perform a final site inspection for review and approval of work. Approval of work is not final until the Area Permit Inspector or Agent of the Department completes written certification of finished work, and the applicant submits a minimum of six (6) electronic, as-built photos with different vantage points to GDOT.
- I. The Area Permit Inspector must also collect surrendered Vegetation Management Identification Placards.

- 14.02 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 Viewing Zone for an applicant shall not be involved in any way with the vegetation removal on any of that applicant's Viewing 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 Viewing 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.

15) REMOVAL CREDITS AND VOUCHERS

- 15.01 Original vouchers based on the calculated credit for certified removal of nonconforming or expired permit sign structures may be used by the applicant to offset the Contributory Value Fee amounts that exceed \$4,000.00 for any given Viewing Zone. The amount of each voucher shall be the Department's determination of the dollar value of the benefit to the State by the sign removal.

16) APPLICATION FOR SIGN REMOVAL CREDIT

16.01 Sign removal credits authorized under O.C.G.A. §32-6-75.3 (j) have no value or applicability other than the GDOT's Vegetation Management at Outdoor Advertising Signs Program.

- A. The Application for Credit Vouchers Form is available on GDOT's Outdoor Advertising webpage or at the Outdoor Advertising Office.
- B. An Application for Credit will not be considered received by GDOT until it is complete, including but not limited to all required signatures, photographs and attachments.
- C. An Application for Credit for the removal of nonconforming signs must be submitted by the current record permit owner.
- D. The application for removal of signs of GDOT's Lapsed Signs List may be made by any interested party who is not the last record permit holder, or the last known owner, of the sign to be removed.
- E. The application for sign removal credits must be approved prior to the removal of the sign. Any sign removed prior to written approval of an Application for Sign Removal Credit will not be eligible to receive any credit under this program.

The application shall contain:

- A. The name, title, address, telephone number, e-mail, and F.E.I.N. (Federal Employer Identification Number) or S.S.N. (Social Security Number) of the individual or corporation applying for the credit.
- B. Permit number, type of sign and scheduled credit amount of the sign being submitted for credit.
- C. Statement certifying that the applicant has obtained the lawful and legal authority of the property owner to access the property for sign removal.
- D. The name, title, address, telephone number and e-mail address, of the individual or corporate property owner approving access.
- E. A copy of the Sign Removal Completion Report, part 1, with a photograph of the sign in place date stamped no more than 20 days prior to the application date.

16.02 Application Process

Submitted applications will be reviewed for accuracy and completeness, provisionally accepted, approved and/or denied in accordance with the Georgia Outdoor Advertising Act, O.C.G.A. § 32-6-70, et Seq. and GDOT Regulations. Applicant's requested credit amount may be adjusted by GDOT. Adjustments will be reflected in the provisional Application Acceptance.

16.03 Provisional Acceptance

Applications provisionally accepted for the removal credit will be given notice of such acceptance. The notice shall include any additional conditions required and the provisional credit amount. Provisional Approval shall be valid for 90 calendar days following the date of the notice. A Credit Voucher will not be issued until the sign is fully removed and the Sign Removal Completion Report is submitted and approved by the Department. Any Application submitted for a sign which is not removed within the 90 day provisional acceptance period will become void and a new application must be submitted for the sign to qualify for any credits.

16.04 Vouchers

A Credit Voucher is issued under the following conditions:

- A. A credit voucher will only be issued if the permitted sign is removed within 90 calendar days following the date of the provisional notice.
- B. The voucher expires 24 months after issuance.
- C. Vouchers are transferrable. No notice is required; however, GDOT will only accept original, sealed vouchers as credit towards contributory value fees.

16.05 Denial

Applications for removal credits will be denied for the following reasons:

- A. Applications for removal of nonconforming sign when the applicant is not the GDOT record owner.
- B. Applications for removal of other signs not on GDOT's Lapsed Sign List.
- C. Application for removal for signs on GDOT's Lapsed Signs List when the applicant is the GDOT record owner or otherwise known owner.
- D. Incomplete Applications.
- E. Signs not approved for removal under the requirements of O.C.G.A. §32-6-75.3 (j)
- F. Either the Applicant or sign to be removed has an unresolved vegetation violation.

16.06 Fees

GDOT will publish a "Schedule of Sign Removal Credit Voucher Fees" on GDOT's Vegetation Management Program website.

16.07 Forms

The following forms will be available on GDOT's Outdoor Advertising Webpage or from the Outdoor Advertising Office:

- A. Application for Sign Removal Credit
- B. GDOT Vegetation Management Credit Voucher
- C. Sign Removal Completion Report

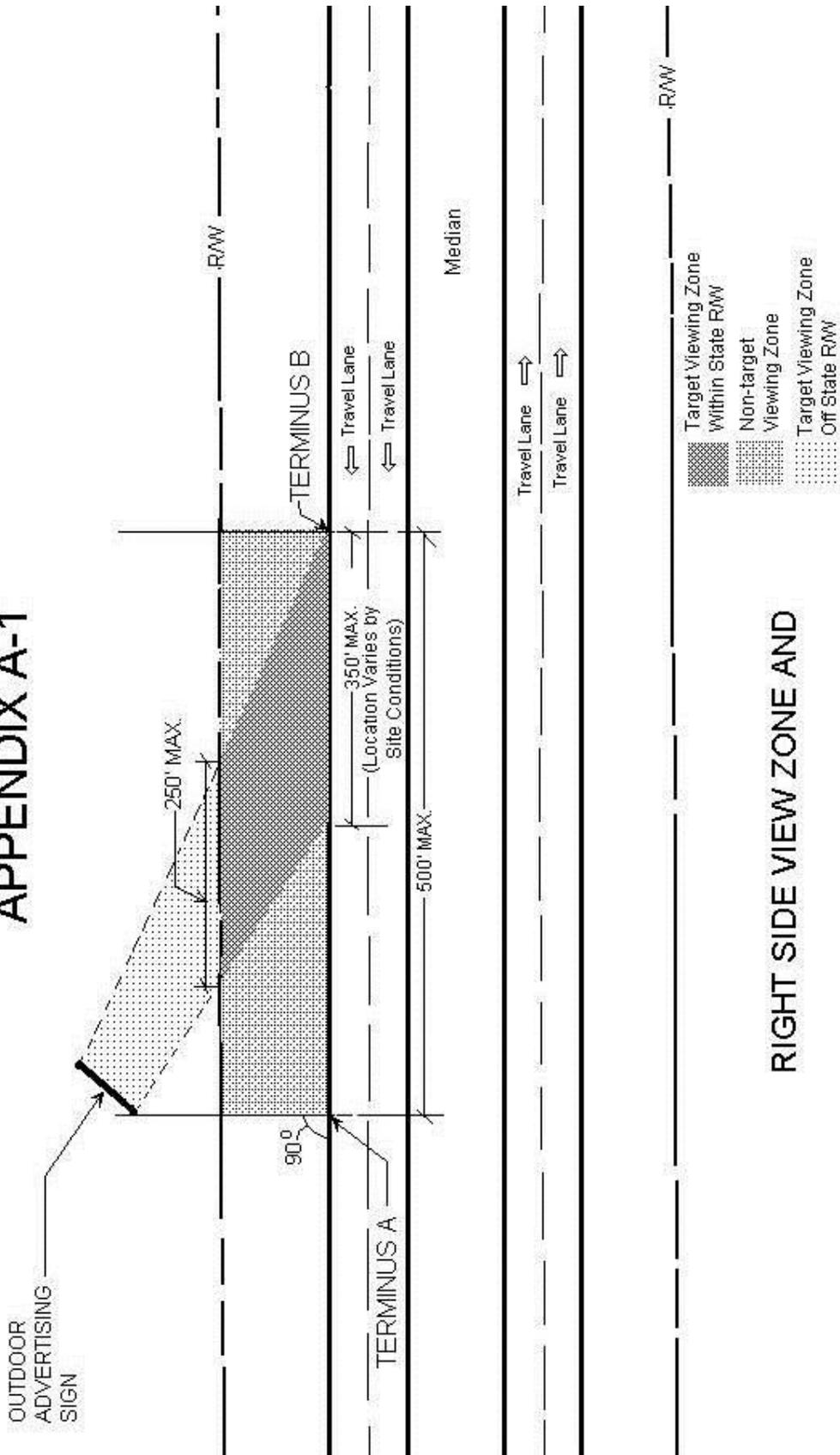
16.08 Sign Removal Completion

Submit a Sign Removal Completion Form, parts 1 and 2, within ten (10) calendar days after the sign has been removed.

16.09 Voucher Expiration

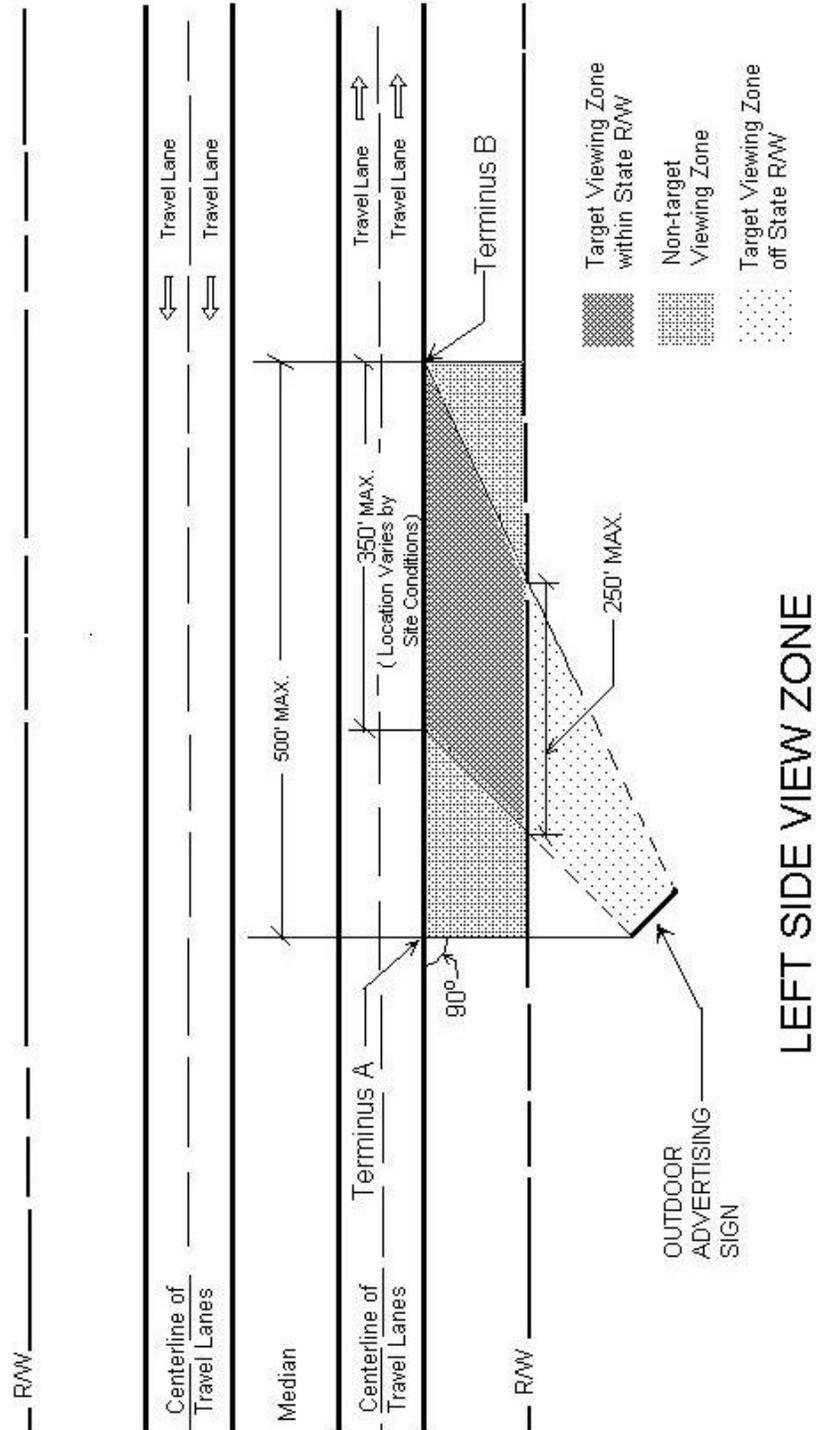
Vouchers shall expire five (5) years after issuance.

APPENDIX A-1

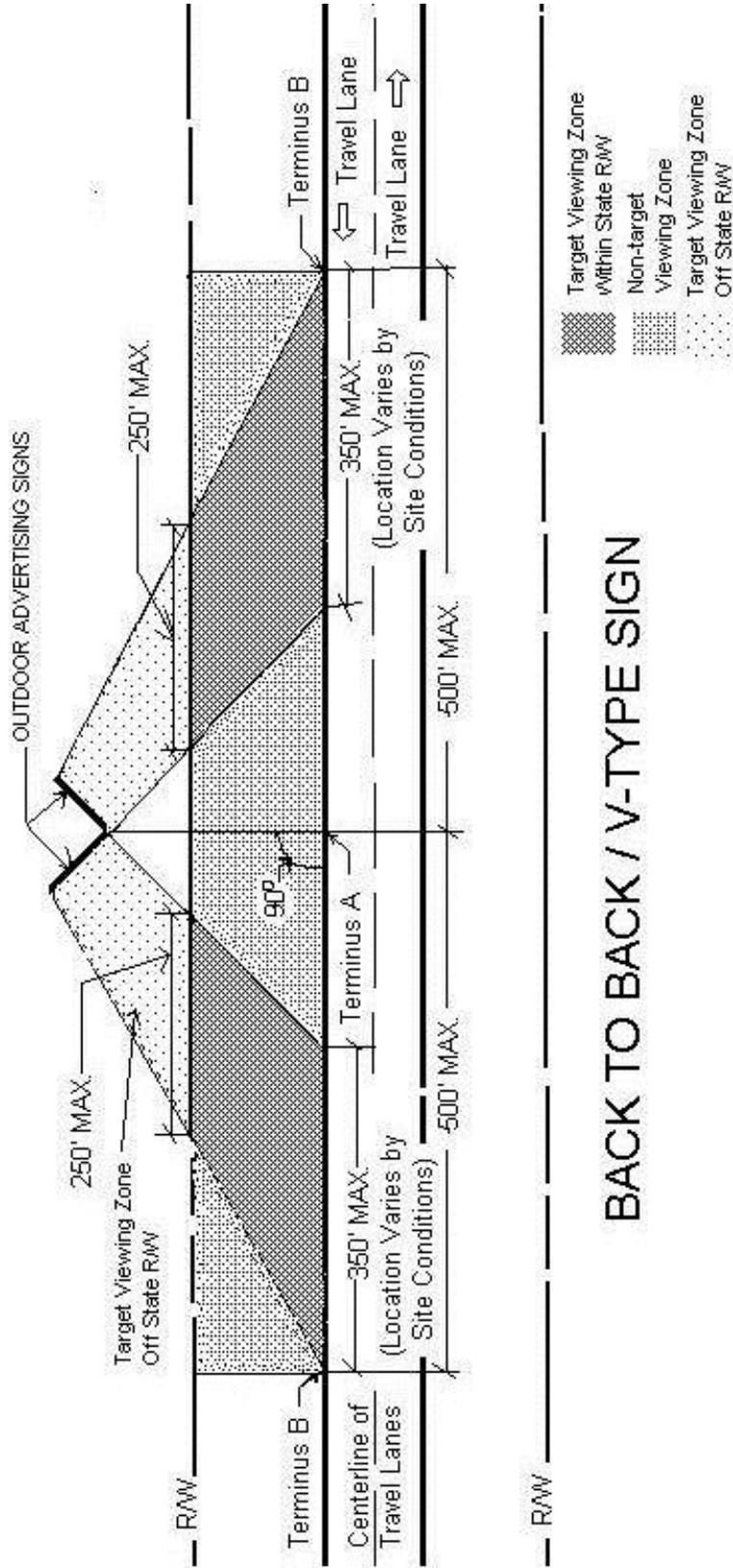


RIGHT SIDE VIEW ZONE AND

APPENDIX A-2

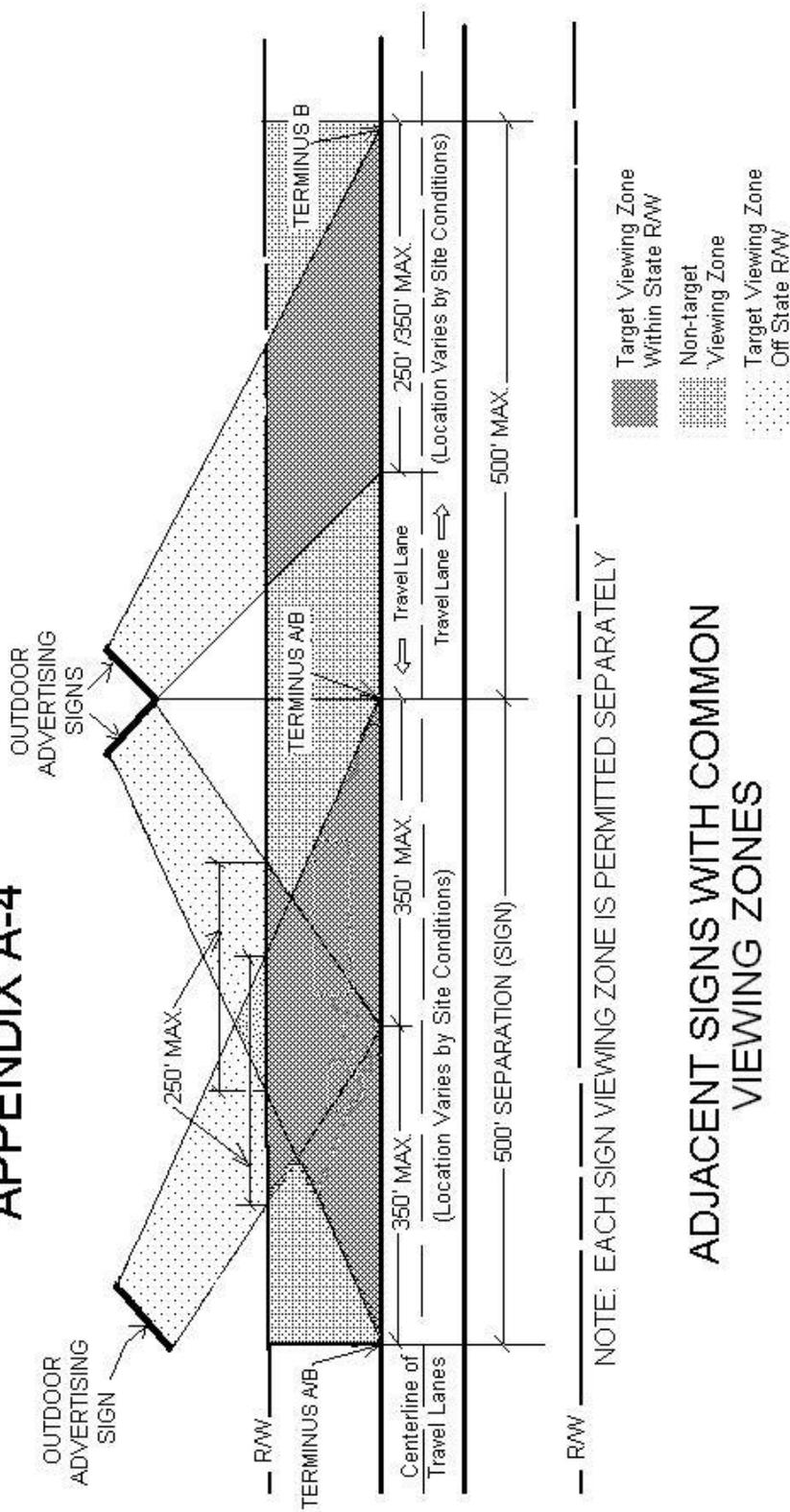


APPENDIX- A-3



BACK TO BACK / V-TYPE SIGN

APPENDIX A-4



ADJACENT SIGNS WITH COMMON VIEWING ZONES

Appendix B-1
Tree Diameter and Class

Diameter	Class
(in inches)	(in inches)
4 to 4.9	4
5 to 6.9	6
7 to 8.9	8
9 to 10.9	10
11 to 12.9	12
13 to 14.9	14
15 to 16.9	16
17 to 18.9	18
19 to 20.9	20
21 to 22.9	22
23 to 24.9	24
25 to 26.9	26
27 to 28.9	28
29 to 30.9	30
31 to 32.9	32
33 to 34.9	34
35 to 36.9	36

Average Density

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

1. To select the correct Average Density and MPO designation for the Target View 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 (5) random ten (10)-foot by ten (10)-foot square plots within the Target View Zone to determine the site's Average Density. There are only three (3) 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 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.

Tree Removal & Pruning Contributory Values

Tree (Diameter)	Class (Size)	Removed Hardwoods								
		Outside MPO			Inside MPO					
		Low	Medium	High	Low	Medium	High	Low	Medium	High
4 to 4.9	4	\$ 34.44	\$ 17.22	\$ 7.38	\$ 39.36	\$ 34.44	\$ 12.30			
5 to 6.9	6	\$ 47.74	\$ 23.87	\$ 10.23	\$ 54.56	\$ 47.74	\$ 17.05			
7 to 8.9	8	\$ 83.44	\$ 41.72	\$ 17.88	\$ 95.36	\$ 83.44	\$ 29.80			
9 to 10.9	10	\$ 131.04	\$ 65.52	\$ 28.08	\$ 149.76	\$ 131.04	\$ 46.80			
11 to 12.9	12	\$ 159.32	\$ 79.66	\$ 34.14	\$ 182.08	\$ 159.32	\$ 56.90			
13 to 14.9	14	\$ 224.70	\$ 112.35	\$ 48.15	\$ 256.80	\$ 224.70	\$ 80.25			
15 to 16.9	16	\$ 302.12	\$ 151.06	\$ 64.74	\$ 345.28	\$ 302.12	\$ 107.90			
17 to 18.9	18	\$ 391.30	\$ 195.65	\$ 83.85	\$ 447.20	\$ 391.30	\$ 139.75			
19 to 20.9	20	\$ 492.52	\$ 246.26	\$ 105.54	\$ 562.88	\$ 492.52	\$ 175.90			
21 to 22.9	22	\$ 605.50	\$ 302.75	\$ 129.75	\$ 692.00	\$ 605.50	\$ 216.25			
23 to 24.9	24	\$ 730.52	\$ 365.26	\$ 156.54	\$ 834.88	\$ 730.52	\$ 260.90			
25 to 26.9	26	\$ 867.30	\$ 433.65	\$ 185.85	\$ 991.20	\$ 867.30	\$ 309.75			
27 to 28.9	28	\$ 1,016.12	\$ 508.06	\$ 217.74	\$ 1,161.28	\$ 1,016.12	\$ 362.90			
29 to 30.9	30	\$ 1,176.70	\$ 588.35	\$ 252.15	\$ 1,344.80	\$ 1,176.70	\$ 420.25			
31 to 32.9	32	\$ 1,349.32	\$ 674.66	\$ 289.14	\$ 1,542.08	\$ 1,349.32	\$ 481.90			
33 to 34.9	34	\$ 1,533.77	\$ 766.88	\$ 328.66	\$ 1,752.88	\$ 1,533.77	\$ 547.77			
35 to 36.9	36	\$ 1,730.12	\$ 865.06	\$ 370.74	\$ 1,977.28	\$ 1,730.12	\$ 617.90			

Tree (Diameter)	Class (Size)	Removed Pines								
		Outside MPO			Inside MPO					
		Low	Medium	High	Low	Medium	High	Low	Medium	High
4 to 4.9	4	\$ 20.58	\$ 10.29	\$ 4.41	\$ 23.52	\$ 20.58	\$ 7.35			
5 to 6.9	6	\$ 28.70	\$ 14.35	\$ 6.15	\$ 32.80	\$ 28.70	\$ 10.25			
7 to 8.9	8	\$ 50.12	\$ 25.06	\$ 10.74	\$ 57.28	\$ 50.12	\$ 17.90			
9 to 10.9	10	\$ 78.68	\$ 39.34	\$ 16.86	\$ 89.92	\$ 78.68	\$ 28.10			
11 to 12.9	12	\$ 95.62	\$ 47.81	\$ 20.49	\$ 109.28	\$ 95.62	\$ 34.15			
13 to 14.9	14	\$ 134.82	\$ 67.41	\$ 28.89	\$ 154.08	\$ 134.82	\$ 48.15			
15 to 16.9	16	\$ 181.30	\$ 90.65	\$ 38.85	\$ 207.20	\$ 181.30	\$ 64.75			
17 to 18.9	18	\$ 234.78	\$ 117.39	\$ 50.31	\$ 268.32	\$ 234.78	\$ 83.85			
19 to 20.9	20	\$ 295.54	\$ 147.77	\$ 63.33	\$ 337.76	\$ 295.54	\$ 105.55			
21 to 22.9	22	\$ 363.30	\$ 181.65	\$ 77.85	\$ 415.20	\$ 363.30	\$ 129.75			
23 to 24.9	24	\$ 438.34	\$ 219.17	\$ 93.93	\$ 500.96	\$ 438.34	\$ 156.55			
25 to 26.9	26	\$ 520.38	\$ 260.19	\$ 111.51	\$ 594.72	\$ 520.38	\$ 185.85			
27 to 28.9	28	\$ 609.70	\$ 304.85	\$ 130.65	\$ 696.80	\$ 609.70	\$ 217.75			
29 to 30.9	30	\$ 706.02	\$ 353.01	\$ 151.29	\$ 806.88	\$ 706.02	\$ 252.15			

Tree (Diameter)	Class (Size)	Pruned Hardwoods								
		Outside MPO			Inside MPO					
		Low	Medium	High	Low	Medium	High	Low	Medium	High
4 to 4.9	4	\$ 8.61	\$ 4.31	\$ 1.85	\$ 9.84	\$ 8.61	\$ 3.08			
5 to 6.9	6	\$ 11.94	\$ 5.97	\$ 2.56	\$ 13.64	\$ 11.94	\$ 4.26			
7 to 8.9	8	\$ 20.86	\$ 10.43	\$ 4.47	\$ 23.84	\$ 20.86	\$ 7.45			
9 to 10.9	10	\$ 32.76	\$ 16.38	\$ 7.02	\$ 37.44	\$ 32.76	\$ 11.70			
11 to 12.9	12	\$ 39.83	\$ 19.92	\$ 8.54	\$ 45.52	\$ 39.83	\$ 14.23			
13 to 14.9	14	\$ 56.18	\$ 28.09	\$ 12.04	\$ 64.20	\$ 56.18	\$ 20.06			
15 to 16.9	16	\$ 75.53	\$ 37.77	\$ 16.19	\$ 86.32	\$ 75.53	\$ 26.98			
17 to 18.9	18	\$ 97.83	\$ 48.91	\$ 20.96	\$ 111.80	\$ 97.83	\$ 34.94			
19 to 20.9	20	\$ 123.13	\$ 61.57	\$ 26.39	\$ 140.72	\$ 123.13	\$ 43.98			
21 to 22.9	22	\$ 151.38	\$ 75.69	\$ 32.44	\$ 173.00	\$ 151.38	\$ 54.06			
23 to 24.9	24	\$ 182.63	\$ 91.32	\$ 39.14	\$ 208.72	\$ 182.63	\$ 65.23			
25 to 26.9	26	\$ 216.83	\$ 108.41	\$ 46.46	\$ 247.80	\$ 216.83	\$ 77.44			
27 to 28.9	28	\$ 254.03	\$ 127.02	\$ 54.44	\$ 290.32	\$ 254.03	\$ 90.73			
29 to 30.9	30	\$ 294.18	\$ 147.09	\$ 63.04	\$ 336.20	\$ 294.18	\$ 105.06			
31 to 32.9	32	\$ 337.33	\$ 168.66	\$ 72.28	\$ 385.52	\$ 337.33	\$ 120.47			
33 to 34.9	34	\$ 383.44	\$ 191.72	\$ 82.17	\$ 438.22	\$ 383.44	\$ 136.94			
35 to 36.9	36	\$ 432.53	\$ 216.26	\$ 92.68	\$ 494.32	\$ 432.53	\$ 154.47			

Tree (Diameter)	Class (Size)	Pruned Pines								
		Outside MPO			Inside MPO					
		Low	Medium	High	Low	Medium	High	Low	Medium	High
4 to 4.9	4	\$ 5.15	\$ 2.57	\$ 1.10	\$ 5.88	\$ 5.15	\$ 1.84			
5 to 6.9	6	\$ 7.18	\$ 3.59	\$ 1.54	\$ 8.20	\$ 7.18	\$ 2.56			
7 to 8.9	8	\$ 12.53	\$ 6.27	\$ 2.69	\$ 14.32	\$ 12.53	\$ 4.48			
9 to 10.9	10	\$ 19.67	\$ 9.84	\$ 4.22	\$ 22.48	\$ 19.67	\$ 7.03			
11 to 12.9	12	\$ 23.91	\$ 11.95	\$ 5.12	\$ 27.32	\$ 23.91	\$ 8.54			
13 to 14.9	14	\$ 33.71	\$ 16.85	\$ 7.22	\$ 38.52	\$ 33.71	\$ 12.04			
15 to 16.9	16	\$ 45.33	\$ 22.66	\$ 9.71	\$ 51.80	\$ 45.33	\$ 16.19			
17 to 18.9	18	\$ 58.70	\$ 29.35	\$ 12.58	\$ 67.08	\$ 58.70	\$ 20.96			
19 to 20.9	20	\$ 73.89	\$ 36.94	\$ 15.83	\$ 84.44	\$ 73.89	\$ 26.39			
21 to 22.9	22	\$ 90.83	\$ 45.41	\$ 19.46	\$ 103.80	\$ 90.83	\$ 32.44			
23 to 24.9	24	\$ 109.59	\$ 54.79	\$ 23.48	\$ 125.24	\$ 109.59	\$ 39.14			
25 to 26.9	26	\$ 130.10	\$ 65.05	\$ 27.88	\$ 148.68	\$ 130.10	\$ 46.46			
27 to 28.9	28	\$ 152.43	\$ 76.21	\$ 32.66	\$ 174.20	\$ 152.43	\$ 54.44			
29 to 30.9	30	\$ 176.51	\$ 88.25	\$ 37.82	\$ 201.72	\$ 176.51	\$ 63.04			

APPENDIX C

SUMMARY OF FEES

All fee payments shall be in the form of certified checks, money orders or company checks. Each check must clearly identify ODA permit numbers and fees.

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 #5) \$ (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 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 within the Target View Zone. 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.

Dollar-for dollar credit may be used for Contributory Value fees above \$ 4,000.00 using vouchers based on calculated credit for certified removal of expired-permit signs.

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 annual renewal work plan. 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 only vegetation growing from the ground within the Target View Zone less than four (4) inches in diameter. Vista Pruning activities for trees that are overhanging into the Target View Zone may occur. The renewal fee is due the first of September on the year following issuance of a vegetation management permit.

Mitigation Fee for 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](#)).

Bond Requirements:

- A Performance Bond with sureties in the amount equal to the Work and affected vegetation value (Contribution Value) or \$4,000.00 whichever is greater. Additional bond shall be required for permit sites with signs over seventy-five (75) feet in height.

Insurance Requirements:

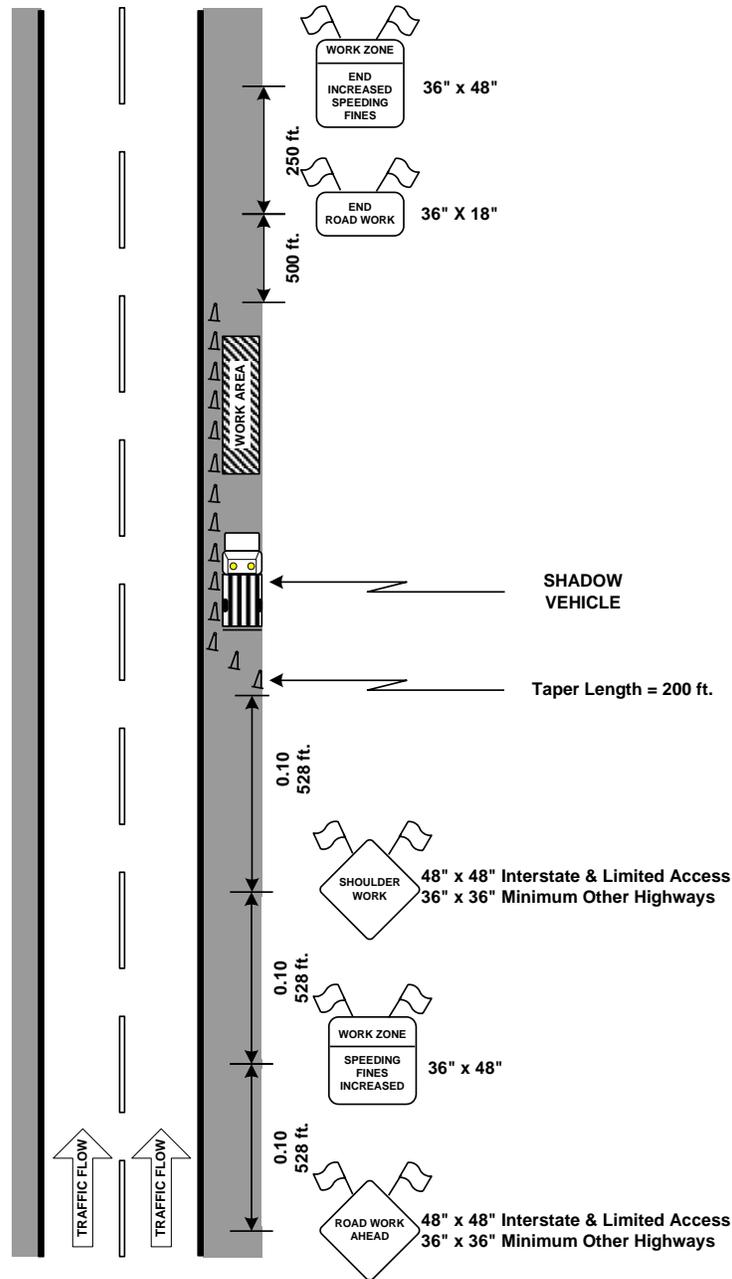
The Permittee shall keep the Department harmless against any and all loss, cost, damage, claim, expense of liability whatsoever because of accident or injury to persons or property of others occurring in connection with the performance of services under this Contract. The following minimum insurance coverages for the applicant, its agents, servants, officers, employees and contractors are required. A Certificate of Insurance demonstrating proof of this coverage must be received by the Department prior to any work being performed at the Viewing Zone site:

- Commercial General Liability Insurance (CGL) for One Million (\$1,000,000.00) Dollars for bodily injury or death; One Million (\$1,000,000.00) Dollars Public Liability; Three Million (\$3,000,000.00) Dollars per Aggregate; and One Hundred Thousand (\$100,000.00) Dollars for injury or destruction of property;
- Vehicle business automobile insurance liability insurance (BAP) on any owned, non-owned hired vehicle used for any vegetation or permit activity for One Million(\$ 100,000.00) Dollars per occurrence;
- Worker's Compensation Insurance for bodily injury by accident or disease for Five-hundred Thousand (\$500,000.00) Dollars each accident or each employee; Workers Compensation Insurance for bodily injury by disease for Five-hundred Thousand (\$500,000.00) Dollars policy limit.
- All drivers of project equipment must possess a valid license.

Policy: 6170-1 - Vegetation Management at Outdoor Advertising Signs

Date Last Reviewed: 5/4/2015

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 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).

References:

History:

revised: 05/04/15;

added to TOPPS: 10/26/04

Reviewed: 5/4/2015