



CALVERT COUNTY
CRITICAL AREA PROGRAM

Robin Munnikhuysen
Critical Area Reforestation Planner
410-535-1600 ext. 2502
Robin.Munnikhuysen@calvertcountymd.gov

Reforestation Program Mission

- Maintain over 100% reforestation in the Critical Area
- Protect habitat
- Improve water quality
- Promote forest stewardship through education

Program Overview

- Component of the Critical Area Program adopted by the County in 1988.
- Developed in response to a provision in the Chesapeake Bay Critical Area law to “*Maintain and increase the forested vegetation of the Critical Area*”(COMAR 27.01.05.02.A).

Program Description

- The Calvert County Critical Area Program, implemented in December 1988, requires the County to maintain 100% of existing forest cover within the Chesapeake Bay Critical Area (land within 1,000 feet of tidal waters).
- When maintenance or replacement of forest cover onsite is not possible, a fee is collected to cover the cost of replacement on another tract within the Critical Area. These fees-in-lieu of replanting are held in the Critical Area Reforestation Fund and subsequently used to plant other appropriate sites in the Critical Area as approved by the Critical Area Reforestation Evaluation (CARE) Committee.

Program Description

- Free trees are available for Critical Area property owners who have an area on their property they would like to replant with trees to help the County maintain 100% of existing forest cover within the Critical Area.
- An application must be filed with the Department of Planning & Zoning to be considered by the CARE Committee for free trees and planting sites.
- The Reforestation Planner, a full-time position in the Department of Planning and Zoning, administers the Program.



Calvert County Critical Area Reforestation Program Overview

The Calvert County Critical Area Program, implemented in December 1988, requires the County to maintain 100% of existing forest cover within the Critical Area (land within 1,000 feet of tidal waters). When maintenance or replacement of forest cover on site is not possible, a fee is collected to cover the cost of replacement on another tract within the Critical Area. These fees-in-lieu of replanting are held in the Critical Area Reforestation Fund and subsequently used to plant other appropriate sites in the Critical Area. The Critical Area Reforestation Evaluation (CARE) Committee reviews these applications for native tree and shrub planting using the Critical Area Reforestation Fund.

****NOTE: This planting program cannot be used to meet the clearing requirements for a permit or to mitigate a violation.**

The *Critical Area Reforestation Application* is for any Critical Area property owner (land within 1000' of tidal water) who has an area on their property where they would like to replant with native trees and shrubs. This will help the County maintain its 100% no-net-loss forest cover.

1. Trees will be supplied and planted, absolutely free, for all approved applications in the following cases:
 - (a) For all sites greater than one acre.
 - (b) For sites smaller than one acre which require more than 10 sapling-sized trees.
 - (c) For sites smaller than one acre which require less than 10 sapling-sized trees, the applicant will need to justify the request.
2. Priority will be given to reforestation sites within 100 feet of tidal water. Sites greater than one acre receive priority also.
3. The following sizes of trees will be available:
 - (a) Tree Seedlings - Seedlings are normally 18-24 inches tall, planted bare-root, and can be used for planting sites greater than one acre, planted on 10-foot centers (430 seedlings per acre).
 - (b) Tree Saplings - Saplings are normally 4-8 feet tall and typically used for planting sites smaller than one acre, planted on 14 to 20-foot centers.
 - (c) Shrubs - Shrubs are normally 18 inches tall and spaced 3-8 feet on center.
4. Native tree and shrub species from the approved *Calvert County Native Plants List* can be provided through this program. Species availability varies from year to year. Shrub species will be considered for up to 25% of total application request. Non-native and invasive species are not allowed. The CARE Committee must approve all applications.
5. If funds are available, proposals may also be accepted for the following types of reforestation projects:
 - (a) Projects that improve water quality or create, improve or restore fish, wildlife or plant habitat.
 - (b) Education or public information activities that create awareness and understanding of the County Critical Area Program.
 - (c) Urban forestry.
6. As every reforestation site is different, exceptions to these general requirements can be made if determined necessary by the CARE Committee.
7. Complete the *Critical Area Reforestation Application* and use additional sheets as required to explain your project.

Program Oversight

- The Critical Area Reforestation Evaluation (CARE) Committee provides oversight of the planting program budget and approves applications requesting trees.

Procedure & Policy

- Members are appointed by the Board of County Commissioners for a three-year term.
- Meetings are held two times per year on the first Wednesdays of June and December.

CARE Committee Members

- Calvert County Department of Planning & Zoning - Environmental Planner
- Calvert County Agriculture Commission
- Calvert County Farm Bureau
- Calvert County Forestry Board
- Calvert County Natural Resources Division
- Calvert Soil Conservation District
- Maryland Department of Natural Resources
- Member-At-Large #1 (Master Gardener)
- Member-At-Large #2 (Local Nursery Owner)
- University of Maryland Extension Office

**CRITICAL AREA
REFORESTATION EVALUATION COMMITTEE
County Services Plaza
150 Main Street, Prince Frederick, Maryland
410-535-2348 ~ 301-855-1243
Fax 410-414-3092**

Meeting Agenda
Wednesday, December 4, 2019
Planning & Zoning Conference Room - 3rd Floor
8:30-9:30 a.m.

1. Call to Order
2. Approval of Agenda
3. Approval of June Meeting Minutes
4. Account Status
5. Review Fall Critical Area Planting - Presentation
6. Old Business
 - a. CARE Committee Appointee Status - New Appointee
7. New Business
 - a. End of Year Report
8. Adjournment - Next meeting: June 3, 2020

Program Funding

- Permit mitigation fees – fees paid in lieu of replanting (FIL) – are held in a special revenue fund used only for planting native trees and shrubs on Critical Area properties.

County Revenue Account

ACCOUNT DATE	T/C	RECEIVE	REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS
03220		CRITICAL AREA FEES				
0012-00-00-118-0000-000-118 - CRITICAL AREA						
03220		CRITICAL AREA FEES			.00	.00
06/30/17	12-1				85,000.00	
07/05/17	19-1		TR070317			270.00
07/05/17	19-1		TR070317			4,500.00
07/10/17	19-1		TR070717			60.00
07/11/17	19-1		TR071017			300.00
07/12/17	19-1		TR071117			1,681.50
07/13/17	19-1		TR071217			30.00
07/19/17	19-1		TR071817			60.00
07/20/17	19-1		TR071917			1,425.00
07/25/17	19-1		TR072417			300.00
07/26/17	19-1		TR072517			30.00
07/27/17	19-1		TR072617			75.00
TOTAL PERIOD 1					85,000.00	8,731.50
08/03/17	19-2		TR080217			90.00
08/14/17	19-2		TR081017			30.00
08/15/17	19-2		TR081417			30.00
08/17/17	19-2		JP10289			100.00
08/21/17	19-2		TR081817			180.00
08/30/17	19-2		TR082817			90.00

Bid Process

INVITATION TO BID
BOARD OF COUNTY COMMISSIONERS
OF
CALVERT COUNTY
PRINCE FREDERICK, MARYLAND 20678



ITB 2020-008
2019 CRITICAL AREA CONSERVATION LANDSCAPING PROJECT

PROCUREMENT OFFICE
COUNTY SERVICES PLAZA
150 MAIN STREET, SUITE 107
PRINCE FREDERICK, MARYLAND 20678
Charlotte.DeStephano@calvertcountymd.gov
410-535-1600/301-855-1243, Extension 2322

DUE DATE: Thursday, August 22, 2019 by 2:30 p.m. (Local Prevailing Time)

PRE-BID MEETING: None

INITIAL WRITTEN QUESTIONS SHALL BE DUE ON OR BEFORE THURSDAY, AUGUST 8, 2019 BY 2:30 P.M. (LOCAL PREVAILING TIME). FINAL WRITTEN QUESTIONS SHALL BE DUE ON OR BEFORE THURSDAY, AUGUST 15, 2019 BY 2:30 P.M. (LOCAL PREVAILING TIME). ALL WRITTEN QUESTIONS SHALL BE SUBMITTED TO THE PROCUREMENT OFFICE AT charlotte.destephano@calvertcountymd.gov.

Technical Specifications

ITB 2020-008
2019 CRITICAL AREA CONSERVATION LANDSCAPING PROJECT

SPECIFICATIONS

1. INTENT

It is the intent of this ITB for Calvert County Government to establish a contract with a qualified Contractor to provide all labor, materials, equipment, and supervision necessary for the 2019 Critical Conservation Landscaping Project (hereinafter, "2019 Project") in accordance with the specifications contained herein.

2. CONTRACTOR QUALIFICATION

The Contractor shall be qualified to perform the work called for under the Contract. Contractor shall submit clearly documented project experience in the practice of Conservation Landscaping for the Chesapeake Bay watershed with their bid. In addition, the Contractor shall provide documentation indicating they have extensive knowledge of native plants and the principles of conservation landscape design, installation and maintenance. Calvert County Government reserves the right to take whatever action it deems necessary and reasonable to ascertain the ability of the Contractor to perform the work satisfactorily.

Each Contractor shall thoroughly examine and be familiar with the project sites and location of utility lines on each site. Native plant material sources shall be contacted, investigated, and confirmation obtained that each native plant species is available or if not, a native alternative is available. All plant material shall be labeled by scientific name and a bill of lading/shipping receipt provided for approval when the plants are inspected prior to installation.

Submission of a bid shall constitute an acknowledgement upon which Calvert County Government may rely that the Contractor has thoroughly examined and is familiar with the ITB Specifications. The failure or neglect of a Contractor to fully familiarize themselves with the scope of work, sites, and plant material sourcing shall in no way relieve them from any obligations with respect to its bid.

3. SCOPE OF WORK

A. Description

The Contractor shall furnish all labor, materials, equipment, and supervision necessary for the 2019 Project. These specifications include furnishing the native plant material and installing according to the requirements to complete the work as specified in the Contract Document.

Notice to Proceed



Timothy Hayden, Director
Roberta L. Baker, Procurement Officer

**CALVERT COUNTY
DEPARTMENT OF FINANCE & BUDGET
PROCUREMENT OFFICE**

150 Main Street, Suite 107
Prince Frederick, Maryland 20678
410-535-1600 • 301-855-1243

Board of Commissioners
Mike Hart
Tom Hejl
Pat Nutter
Evan K. Slaughterhoup Jr.
Steven R. Weems

October 17, 2018

Ms. Melissa Constantopoulos
Office Manager
Honey Cove Lawn Care LLC
1965 Grays Road
Prince Frederick, Maryland 20678

Planning & Zoning

OCT 18 2018

RECEIVED

Re: Contract 2019-030
2018 Fall Critical Area Conservation Landscaping Project
NOTICE TO PROCEED

Dear Ms. Constantopoulos:

I am pleased to present you with your notice to proceed for the referenced contract. Attached is your purchase order and fully executed contract.

Ms. Robin Munnikhuisen, Planner III, Department of Planning & Zoning, will be Calvert County Government's contact for this contract. She can be reached at 410-535-1600, extension 2502 or by email at Robin.Munnikhuisen@calvertcountymd.gov.

A meeting or phone conference should be held to determine the actual contract start date and project schedule.

Thank you for providing Calvert County Government with your service. We look forward to a successful contractual relationship. If you have any questions or require additional information, please contact me.

Sincerely,

Handwritten signature of Charlotte M. DeStephano in black ink.

Charlotte M. DeStephano
Procurement Specialist

/cmd

Attachments

cc: Robin Munnikhuisen

**CALVERT
COUNTY**

Maryland

Planting Sites

2019 Fall Critical Area Planting Applicants, Sites & Plants

12 Sites

131 Canopy Trees (26,200 sq ft), 12 Understory Trees (900 sq ft),
108 Large Shrubs (5,400 sq ft), 40 Small Shrubs (1,000 sq ft)
Total - 33,500 sq ft (.76 acre)

1. George Kohl
4015 Evergreen Rd
Port Republic 20676
Request: 1 canopy trees, 3 understory trees, 19 large shrubs, 12 small shrubs - 1 Eastern Red Cedar, 2 Eastern Redbud, 1 White Flowering Dogwood, 8 Red-osier Dogwood, 2 Witch Hazel, 3 Virginia Sweetspire, 3 Mountain Laurel, 3 Southern Bayberry, 4 Lowbush Blueberry, 3 New Jersey Tea, 5 Pinxterbloom Azalea
2. Margaret Dunkle
4023 Evergreen Rd
Port Republic 20676
Request: 15 large shrubs - 3 Sweet Pepperbush, 3 Red-osier Dogwood, 4 Virginia Sweetspire, 5 Fragrant Sumac 'gro-low'
3. Holly Grieg
4013 Elder Rd
Port Republic 20676
Request: 15 large shrubs, 4 small shrubs - 1 Mountain Laurel, 10 Highbush Blueberry, 4 Black Haw, 4 Coast Azalea
4. Ruth Mora
8121 Broomes Island Rd
Broomes Island 20615
Request: 13 large shrubs - 1 Buttonbush, 12 Southern Arrowwood
5. Paula & Dutch Van Tassel
6211 Ray Norwood Rd
Prince Frederick 20678
Request: 53 canopy trees - 53 Eastern Red Cedar
6. Burton Dabolish
5090 Williams Wharf Rd
St. Leonard 20685
Request: 71 canopy trees - 14 Common Hackberry, 15 Black Walnut, 14 Black Cherry, 14 Willow Oak, 14 Northern Red Oak

Program Applicant Requirements

- Critical Area Reforestation Application
- Native Trees & Shrubs Planting Plan

Program Application

CRITICAL AREA REFORESTATION APPLICATION
**** Deadline for submission is May 1st for late Fall planting ****

NAME _____

PROPERTY ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE: Home _____ Work _____ Cell _____

TAX MAP # _____ PARCEL # _____ LOT # _____

Please check the approximate size of your reforestation site:
(one acre is an area approximately 200' x 200' or 40,000 square feet):

Less than ½ acre Less than 1 acre
 Between 1-5 acres Greater than 5 acres

Is your reforestation site within the Critical Area: (If not, your application will not qualify)

Within 100' of tidal water Within 1,000' of tidal water

Is your reforestation site: (check all that apply)

Abandoned pasture/field Homesite lawn area
 Steeply sloping land Community open space

On a separate sheet of paper, please draw an approximate map of your property and indicate the **location** of where you wish to plant the trees/shrubs. Please indicate the **species** (type of tree or shrub) you want and **quantity** for each. Each application is required to have a planting plan and cannot be considered without one. Changes can be made to these plans prior to the project being advertised, but any changes must be submitted in writing and approved by the Critical Area Reforestation Planner.

I agree to maintain all trees and shrubs received and planted through this program for 10 years.

NAME _____ DATE _____

Return Completed Application to:

Critical Area Reforestation Planner
Calvert County Government
Department of Planning & Zoning
150 Main Street
Prince Frederick, MD 20678



Program Procedures For Applicants

Critical Area Reforestation Process

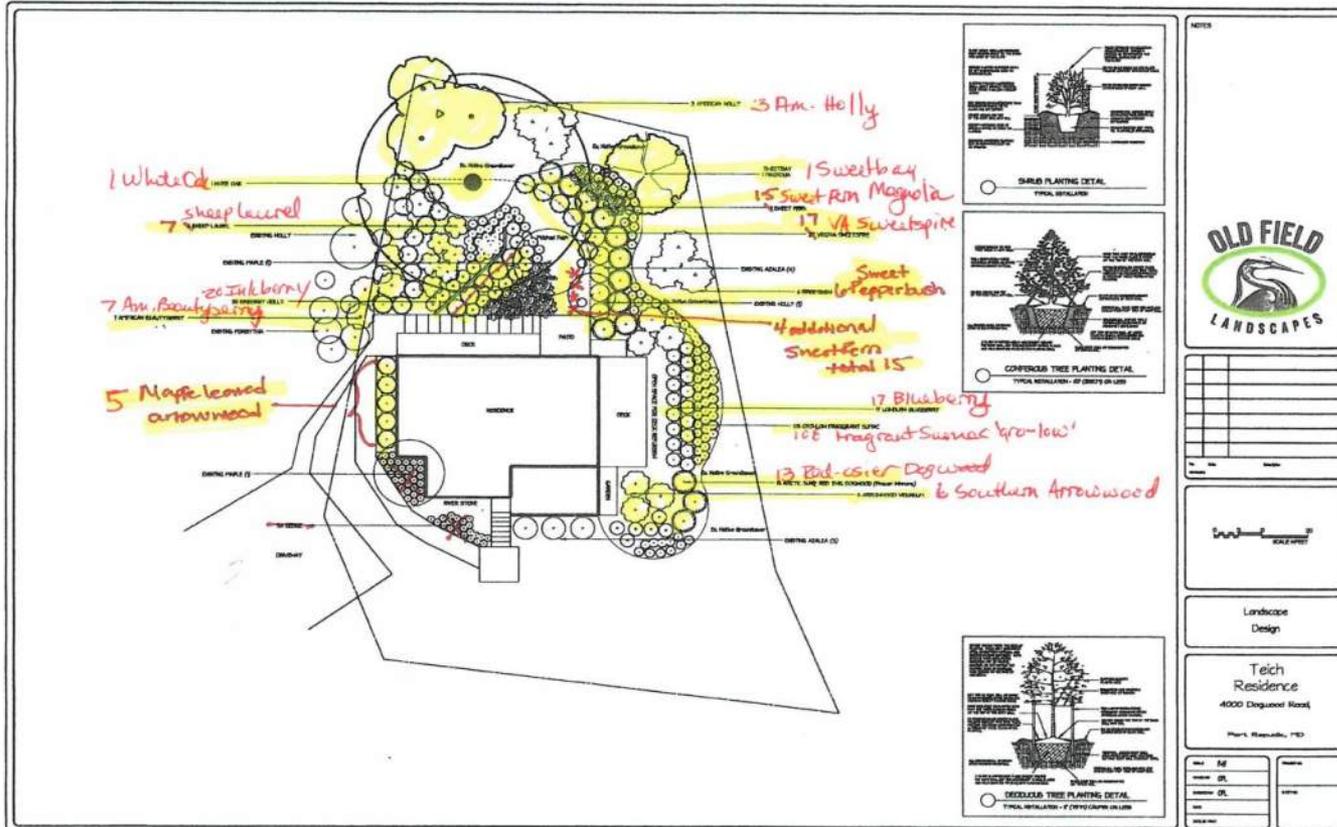
1. The applicant (property owner or authorized agent) submits a *Critical Area Reforestation Application* to the Department of Planning & Zoning. **Specify the species (type) of trees and shrubs and the quantity for each species.**
2. All plants must be native to the Chesapeake Bay Watershed. A link to these plants and the *Calvert County Native Plant List* can be found on the County Critical Area webpage at <http://www.co.cal.md.us/index.aspx?NID=1246>.
3. **Attach a planting plan showing the planting location for each tree and shrub requested.** The application deadline is May 1st for a late Fall planting, typically in November.
4. The Critical Area Reforestation Evaluation (CARE) Committee will review the applications and planting plans at its annual June meeting.
5. After approval, the County Procurement Office will advertise the project, solicit bids and award the contract (a 4-month time frame). **Once the project is advertised, the quantity and species of plants cannot be changed by the applicant.**
6. The Contractor will notify each applicant with a planting date (ideally at least 2-3 days beforehand but subject to change).
7. **Prior to planting day:** Each applicant must *pick up pin flags* from the Planning & Zoning Office to label and use for marking the planting locations. The flags are approximately two feet in height and neon pink. The applicant will then *mark the planting locations* for each tree and shrub with the pin flags. If no locations are flagged, the Contractor will plant as per the planting plan submitted with the application.
8. Before installation, the Reforestation Planner will inspect all the plant material for the project. Each property will also be inspected after the planting has been completed.
9. The County provides free plant material and installation for this project (including mulch). The property owner is responsible for watering and maintaining the plants as instructed for at least 10 years.
10. If you have any questions, please contact the Critical Area Reforestation Planner at 410-535-1600, ext. 2502.

Planting Plan

26 June 2018

4000 Dogwood Rd.
(Scientists Cliffs)

Site 2



Planting Location Flagging



Follow-Up Maintenance Letter

Dear Critical Area Reforestation Participant:

Thank you for a successful Fall Planting Season! I thoroughly enjoyed working with you and I greatly appreciate your patience with the schedule. Still, I have to ask for your help...

The continued success of this planting is entirely dependent on how you care for your new trees. For your reference, I have summarized the advice from Denison Landscaping who supplied the trees and performed the labor for the planting.

Care During the first month:

For larger trees - Add about 5 gallons of water twice a week.

For smaller trees - Add about 3-4 gallons of water every other day.

For dogwoods - Add about 3-4 gallons of water twice a week or if their leaves are wilted in the morning.

Over watering dogwoods can cause them to be susceptible to a fungus if the roots stay too wet.

Extended rain showers can take the place of watering.

Extended Care:

Watering - Once winter sets in and the ground freezes, watering is not required. During the spring, watering once or twice a week depending on rainfall in the amounts mentioned above for six months or until the tree is established. Please remember to also care for your trees during the hot summer months.

Mulching - Only 2 inches of mulch over the root area is required. Mulch should not be placed immediately next to the trunk or the bark could rot and allow insects to invade the tree.

Pruning - Trim back only dead branches that are brittle and snap under a little pressure. Use pruning shears or a sharp knife. Remember to leave the "collar" (the bulge where the branch intersects with the tree) so that the wound can heal. In other words, do not cut the branch off flush to the trunk.

Fertilizer - Fall is not the time to fertilize your trees. However, in the spring, a liquid fertilizer can be used as directed. Use the smallest amount needed so that the tree is not "burned" due to too many nutrients.

If you have any questions or concerns about your trees, please do not hesitate to call me at 410-535-1600 ext. 2502. I always appreciate any comments you may have on the program and any updates on how your trees are doing. You can also mail comments to me at the Department of Planning and Zoning. Thanks again for your support of this program and your continued care for your trees.

Sincerely,

Robin Munnikhuyen
Reforestation Planner



Program Analysis & Monitoring

Acreage of Forest Cleared and Replanted by Year			
Year	Forest Cleared	CARE Planted	Total Forest Planted
2002	12.98	9.9	11.47
2003	19.75	6.8	10.75
2004	12.28	6.5	12.78
2005	13.43	12.4	16.31
2006	10.64	6.4	12.11
2007	8.61	7.8	13.67
2008	8.88	6.2	23.56
2009	9.24	3.4	5.91
2010	9.91	4.4	9.73
2011	9.43	1.1	5.47
2012	5.98	1.6	4.56
2013	7.25	1.9	5.21
2014	5.05	0	1.75
2015	5.11	0	3.01
2016	5.58	1.32	3.22
2017	1.95	0.88	2.97
2018	4.08	1.57	3.48
2019	3.13	0.78	3.62
Totals	153.28	72.95	149.58

% Forest Lost and Replanted 100%

% Forest Lost and Replanted by CARE 70%

County Permit System

Tracking Clearing & CARE Planting

infor.com Infor Public Sector v11.1

munnikrp (ROBIN P MUNNIKHUYSEN)

CDR Common Building Permits Planning Project Code Enforcement Public Works Customer Service

My Infor Lookup Applications (ULA) Use Application InfoViewer Form Code

Description Critical Area Details

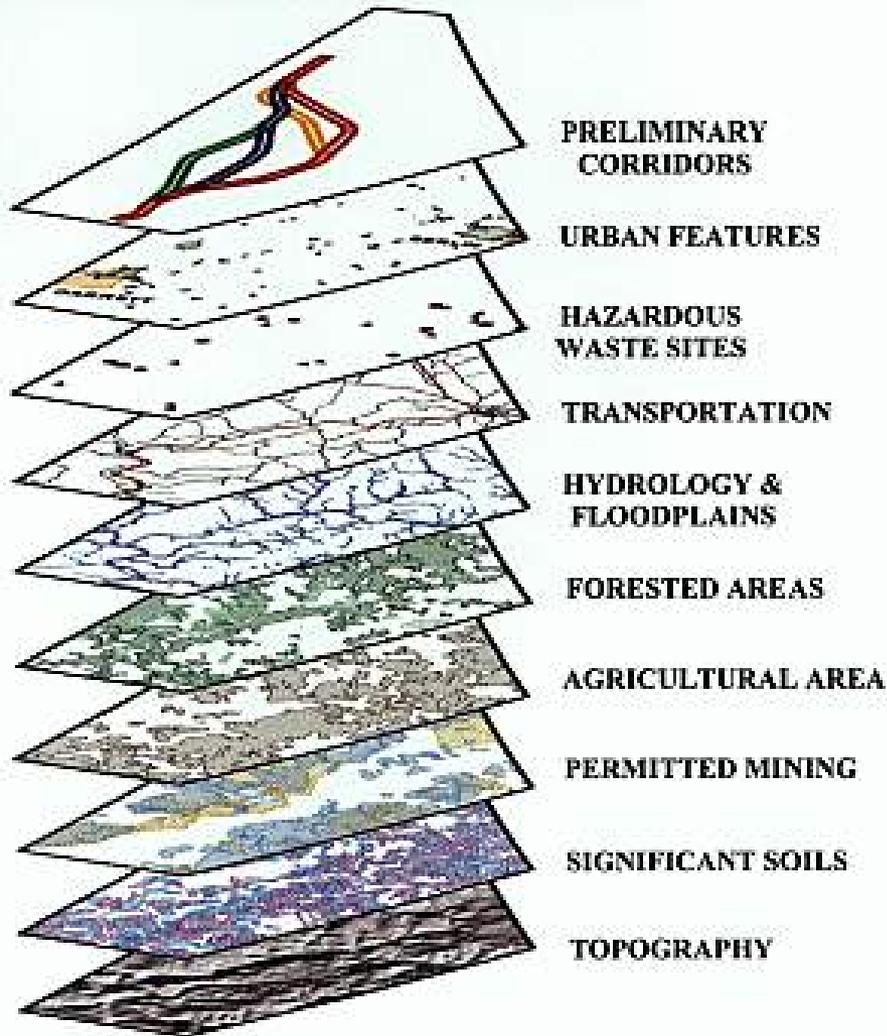
Details Comments

Critical Area Work Type		Critical Area Violation Planting Bond	\$0.00
Critical Area Designation		Critical Area Violation Fees in Lieu	\$0.00
		Critical Area Mitigation Bond	\$0.00
Forested Area Removed	0.00	CA Fee (<20%)	\$0.00
Vegetation removed from buffer	0.00	CA Fee (20%-30%)	\$0.00
		CA Fee (>30%)	\$0.00

Additional CA Details



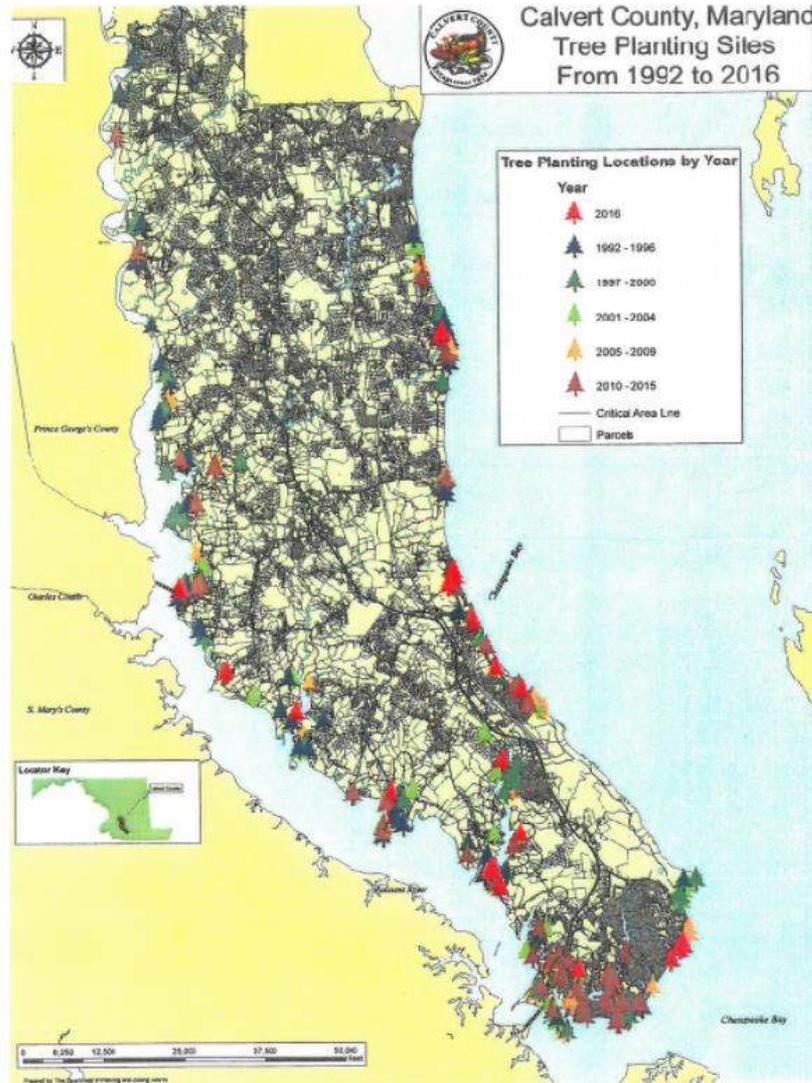
Planting Database



The Role of GIS

- More accurate data
- Expanded data layers
- Coordinated data sharing
- Public education
- Regulatory compliance
- Monitoring

Tree Planting Sites Map



Plantings



Priority Goal: Lawn Conversion



Shore Erosion Control

Broomes Island



Forest Expansion

Patuxent River – FIDs* Habitat



***Forest Interior Dwelling Birds**

Buffer Enhancement/ Habitat Protection



Patuxent River – Creates Habitat

Understory Planting

Bank Stability



Storm Mitigation Pre-Storm Forest Cover



Post Storm Forest Cover Replanting



Stormwater Runoff Control



Buffer Understory Planting



Invasive Plant Removal & Native Re-Planting Senior Community



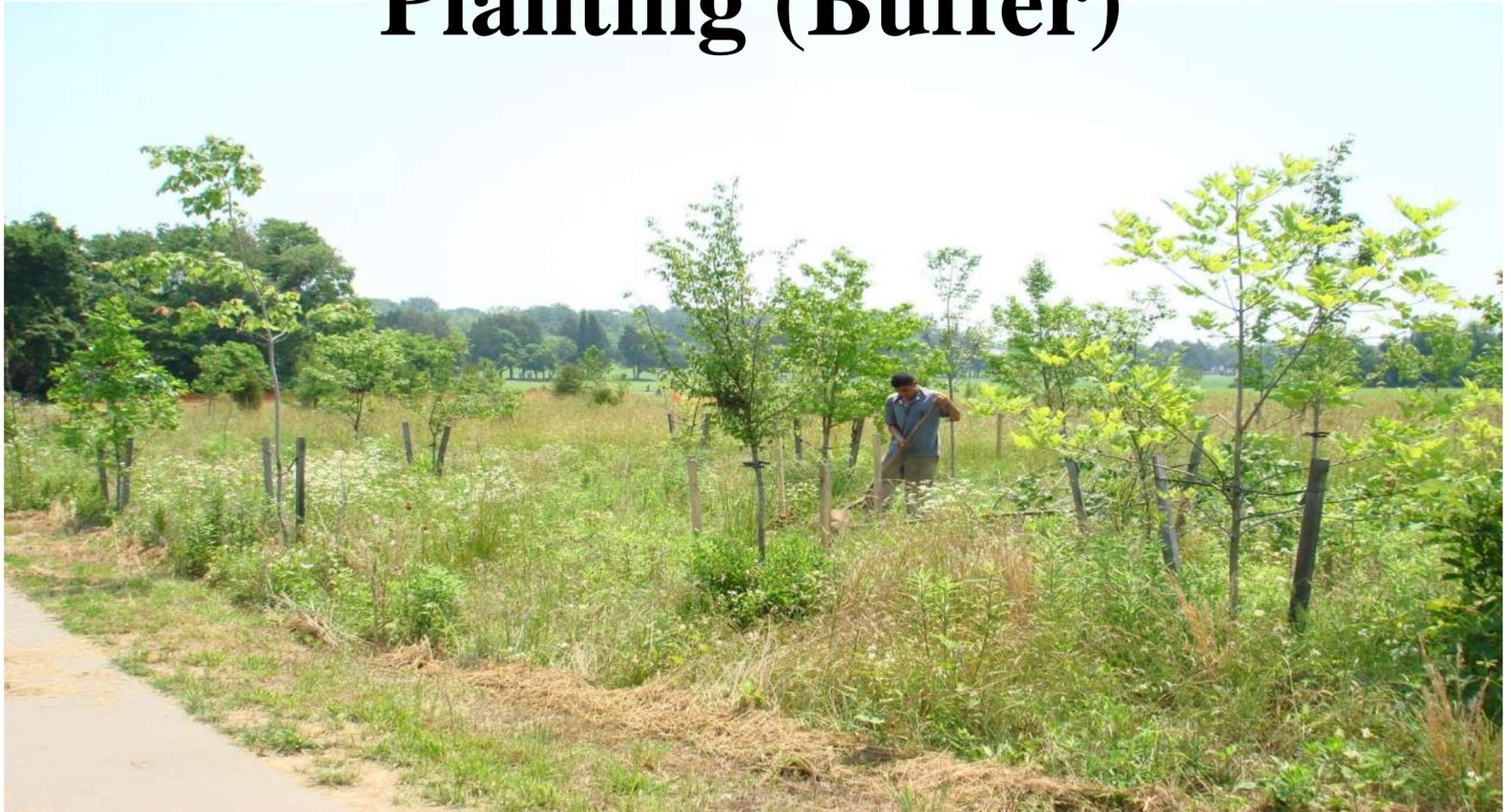
Arbor Day Planting - Scouts



HOA Stormwater Management Planting



Native American Hamlet Planting (Buffer)



Program Goals for 2020

- Expand publicity initiative.
- Identify larger parcels of land.
- Research existing incentive programs.
- Investigate opportunities to partner with other agencies to promote stewardship.

Thank you!

