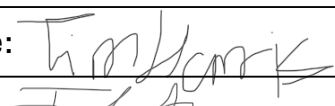


**ATTACHMENT 8****TOWN OF BLUFFTON
TREE REMOVAL APPLICATION**

Growth Management Customer Service Center
20 Bridge Street
Bluffton, SC 29910
(843)706-4500
www.townofbluffton.sc.gov
applicationfeedback@townofbluffton.com

Applicant		Property Owner
Name: Barragan Tree and Stump		Name: Tim Harris
Phone: 8433681618		Phone: 8036730810
Mailing Address: 46 Fish Haul Rd		Mailing Address: 36 Wharf St
E-mail: jonathanb12588@gmail.com		E-mail: Timharris03@yahoo.com
Town Business License # (if applicable): 24-04-2864		
Project Information		
Project Address: 36 Wharf St		
Zoning District:	Acreage: .1910	
Tax Map Number(s):		
Tree Species and Diameter: 2 water oak, 1 gumtree		
Location of Tree to be Removed: Left side of house(1 leaning towards house), Back right side of house(1 gumtree, removal for future space), right side of house(1)		
Reason for Tree Removal: Dangerous to house, leaning over, and for future precautions		
Minimum Requirements for Submittal		
☐ 1. Recorded deed and plat showing proof of property ownership.		
☐ 2. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO, which may include mitigation		
☐ 3. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.		
Note:	A Pre-Application Meeting is required prior to Application submittal.	
Disclaimer:	The Town of Bluffton assumes no legal or financial liability to the applicant or any third party whatsoever by approving the plans associated with this permit.	
I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. As applicable, I authorize the subject property to be posted and inspected.		
Property Owner Signature:		Date: 10-11-24
Applicant Signature:		Date: 10-11-24
For Office Use		
Application Number:		Date Received:
Received By:		Date Approved:



ATTACHMENT 8
TOWN OF BLUFFTON
TREE REMOVAL APPLICATION
PROCESS NARRATIVE

The following Process Narrative is intended to provide Applicants with an understanding of the respective application process, procedures and Unified Development Ordinance (UDO) requirements for obtaining application approval in the Town of Bluffton. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations or provisions of the Town of Bluffton's Unified Development Ordinance. The Town of Bluffton's Mission and Vision Statements help navigate staff to ensure that the goals outlined by Town Council are being met. As each project is being reviewed, Town staff will use the Mission Statement, Vision Statement, The Covenant for Bluffton and the current Strategic Plan to guide their review. Compliance with these procedures will minimize delays and assure expeditious application review.

Step 1. Pre-Application Meeting	Applicant & Staff
Prior to the filing of a Tree Removal Application, the Applicant is required to consult with the UDO Administrator or designee at a Pre-Application Meeting for comments and advice on the appropriate application process and the required procedures, specifications, and applicable standards required by the UDO.	
Step 2. Application Submittal	Applicant
The Applicant shall submit the Tree Removal Application and required submittal materials.	
Step 3. Review by UDO Administrator or designee	Staff
If the UDO Administrator or designee determines that the Tree Removal Application is complete, it shall be reviewed for compliance with the criteria and provisions in the UDO. The UDO Administrator or designee may approve, approve with conditions, or deny the application.	
Step 4. Issue Tree Removal Permit	Staff
If the Tree Removal Application is in compliance with the criteria and provisions in the UDO, the UDO Administrator or designee shall issue the Tree Removal Permit.	

ATTACHMENT 8



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