



Tree Bank Grant Requirements & Information

The Town of Mount Pleasant has established a grant program for its residents, civic clubs, and other groups or individuals who have a desire to beautify and enhance the Town through the planting of trees. This program is intended to provide financial assistance to proposed tree planting projects where trees are to be planted within publicly accessible areas such as public parks, school yards, residential common areas, and churches.

Grant Application Administration:

The Mount Pleasant Planning, Land Use, and Neighborhoods Department (PLAN) will coordinate the distribution of grant applications and will accept all completed application forms and materials. The Mount Pleasant GREEN Commission, a volunteer committee focusing on matters related to conservation, natural resources, flood resilience, and green space, will review all submitted grant applications and select those proposals that meet or exceed the guidelines. The PLAN Department can be contacted by email at trees@tompsc.com or by calling their office at 843-884-1229.

Grant Deadlines:

Applications are accepted year-round.

GREEN Commission Review & Selection/Notification Process:

The GREEN Commission will review all Tree Bank Grant applications soon after the applications have been received. Once reviewed, the GREEN Commission will select specific projects and authorize that Tree Bank funds be made available to those projects. A representative from the PLAN Department will notify the 'Primary Contact Person' listed on the application form that the application has been approved.

Depending on the quantity and types of applications submitted to the Town, it may be necessary for the GREEN Commission to limit the grant awards. Generally, the primary criteria for selection will be those applications that impact the greatest number of Mount Pleasant residents. Preference will be given to projects or project areas that have never received Tree Bank funds over those that have received funds during a previous grant cycle. Development companies may not apply, nor will applications be accepted from persons or businesses for the purpose of fulfilling green space/landscape requirements established by the Town. Town staff also may submit project recommendations.

Project Funding Levels:

The grant program is a "cost share grant" whereby the Town will provide 50% of the cost incurred for the planting of trees. These funds will be in the form of a reimbursement to be provided once the project is completed. The cost share grant to be provided by the Town will be limited to dollar amounts between \$500 and \$2,000.

For example, if the East Cooper Garden Club wanted to plant 10 trees at Alhambra Hall at a cost of \$1,200, they could apply to the tree bank for a cost share grant of \$600. If selected by the GREEN Commission, the East Cooper Garden Club would pay the initial cost of \$1,200 and the Tree Bank would reimburse the Club \$600 once the trees are installed and proper documentation is submitted. If you have questions about your project qualifying for the grant, please contact the PLAN Department at trees@tompsc.com.

Tree Bank Reimbursement:

The grant will be in the form of a reimbursement so the sponsoring tree planting group

must pay all costs to complete the project. Once the project is complete, the applicant must contact the PLAN Department to arrange an onsite inspection to verify that all the trees have been planted in accordance with the approved plans. Once the trees have been planted and they have been verified as being the correct size, species and in the proper location, the applicant should provide all the paperwork or receipts to the PLAN Department. Assuming everything is correct, the applicant will be reimbursed within 21 days of receipt and inspection.

Tree Bank Application Requirements:

- A Tree Bank Application Form
Complete the Town supplied application form making sure to provide all the required information. This form should be submitted online.
- A Cost Proposal
Please attach a cost proposal itemizing the total cost of your project and the dollar amount you are requesting from the Tree Bank. Using the example listed above in the project funding category, the East Cooper Garden Club would itemize their proposal to indicate that they are purchasing 10 live oak trees at a cost of \$120 each for a grand total of \$1,200. They would then request a Tree Bank grant in the amount of \$600.
- Description of Public Benefit
Each applicant will need to provide a written description of how your project will benefit the Town of Mount Pleasant and its residents. Items to focus on could be the number of people the project will impact; does the proposal complement existing landscape or proposed landscape plans; will the project address stormwater and/or water quality concerns; will the project enhance blighted areas, and does the project fulfill a need for trees in a given area.
- Sketch Plan (drawing) Depicting the Proposal's Location and Layout
The applicant will need to draw a simple sketch plan that depicts the proposed tree planting locations and layout. For example, a street tree planting plan would name the subdivision or area of town, identify the street, indicate the distance of the proposed new tree from the edge of the street, and how far the trees are spaced apart. Identifying other prominent existing features in the planting area will be helpful. These include items such as, utility locations, manhole covers, signs, property lines, mailboxes, and right-of-way boundaries.
- Plant List
Identify the type of trees you propose to plant and their size. Be specific about the type or species of tree. Also provide the quantity of trees to be planted. If the tree planting is part of a larger project which includes such things as shrubs, flowers, and ground cover, include them on the list so the GREEN Commission has a thorough understanding about your project. As a reminder, the Tree Bank will provide funds for trees only.
- Maintenance Plan - Responsibility and Maintenance of Trees
In most cases it will be the responsibility of the applicant to provide required watering and maintenance of all trees planted as part of the grant process. Projects located within South Carolina Department of Transportation rights-of-way may qualify to be watered and maintained by the Town. The applicant is required to provide a maintenance plan and maintenance schedule as part of the Tree Bank application. This will be part of the criteria that the GREEN Commission uses to judge a project. Projects that plan to use the Town for maintenance must get written approval from the Public Services Department prior to submitting an application.
- Photographs
At least one photograph of the project area will be required with the application. The intent of the photograph is to give the GREEN Commission a visual reference of

the project area and to be used as part of a “before & after” record of each project.

➤ Letter/Statement of Support

Please provide a signed letter from the Home Owners Association, Church, School, or residents adjacent to the proposed tree planting area indicating their full support for your project.

Tree Planting Requirements:

➤ Types of Trees to be Planted

As mentioned previously, the purpose of the Tree Bank Grant is to plant trees. Because the ‘seed’ money for the grant comes from tree replacement mitigation for large trees removed, the grant will primarily provide funds for the planting of trees that grow to be large or what is called a canopy tree. Applicants may desire to plant small to mid-size trees, but emphasis will be placed on those projects that plant canopy trees versus smaller trees. A tree list from the Mount Pleasant Zoning Code is provided as a guideline for the types of canopy trees that are recommended for this area. The list also includes a category called understory trees which the Town and GREEN Commission would consider small to mid-size trees. This is not a comprehensive list of all the tree types, but is provided as a reference to aid in the selection of trees for your project.

➤ When & How Trees Should be Planted

All trees must be planted within 45 days of receiving a recommendation for funding from the GREEN Commission, or within the recommended planting timeframe if application is approved outside of optimal planting seasons. Failure to adhere to this requirement will void your application. The minimum size tree that will qualify for the grant is a 2" caliper (diameter) tree that is at least 8’ tall. Trees must be planted as shown on the attached tree planting detail. If the trees are not planted as shown or are placed in locations not approved by the GREEN Commission then the funds will not be provided. If you encounter a situation that won’t allow the trees to be planted as indicated on the plans, such as underground utilities or bad soils, please contact the PLAN Department immediately to help resolve the problem.

The following lists of canopy and understory trees is based upon the Town’s Code of Ordinances Land Use Chapter: Zoning Code: Bufferyard Requirements (§156.201). The Tree Bank Grant Program is to be used to purchase trees only. Staff may amend the list and make additional recommendations as needed. Please use these lists as guides when planning your landscape design and applications.

TOWN CANOPY TREE LIST

American Beech	American Elm (<i>Dutch Elm Disease Resistent</i>)	American Holly
American Sycamore	Amur Maple	Armstrong Maple
Bald Cypress	Black Gum	Black Walnut
Chinese Elm	Chinese Evergreen Oak	Chinese Flame Tree
Chinese Pistache	Darlington Oak	Dawn Redwood
Deodar Cedar	Eastern Red Cedar	Florida Flame Red Maple
Florida/Southern Sugar Maple	Ginkgo	Golden Raintree
Green Ash	Hackberry	Japanese Evergreen Oak
Japanese Maple	Katsura tree	Laurel Oak
Leyland Cypress	Live Oak	Loblolly Pine
London Plane	Long Leaf Pine	Mockernut Hickory
Myrimar Zelkora	Nuttall Oak	October Glory Red Maple

Overcup Oak
Pin Oak
Sabal Palm (*with staff/DRB approval*)
Shag Bark Hickory
Southern Magnolia
Swamp Chestnut Oak
Sweetgum
Water Hickory
White Ash

Pecan
Pond Cypress
Sawtooth Oak
Shumard Oak
Southern Red Oak
Swamp Tupelo
Trident Maple
Water Oak
White Oak

Pignut Hickory
Post Oak
Scarlet Oak
Southern Magnolia
Summer Red Maple
Swamp White Oak
Tulip Poplar
Water Tupelo
Willow Oak

TOWN UNDERSTORY TREE LIST

American Hop Hornbeam
Black Cherry
Carolina No. 2 Holly
Cherry Laurel
Crabapple
Devilwood
Emily Bruner Holly
Foster No. 2 Holly
Groundsel Bush
Japanese Flowering Cherry
Little Gem Magnolia
Lusterleaf Holly
Okame Cherry
Pindo Palm
Purple-leaf Plum
Sand Live Oak
Saucer Magnolia "Jane"
Star Magnolia
Wax Myrtle
Yaupon Holly

American Hornbeam
Blue Beach/Ironwood
Carolina Silverbell
Chinese Holly
Crape Myrtle (*accent only*)
East Palatka Holly
Florida Anise
Franklinia
Hollywood Juniper
Kousa Dogwood
Loblolly Bay
Myrtle Oak
Persimmon
Podocarpus
Red Bay
Sabal Palm (*w/ staff/ DRB Approval*)
Savannah Holly
Sweetbay Magnolia
Weeping Cherry
Yoshino Cherry

Autumnalis Cherry
Burford Holly
Chastetree
Chinese Redbud
Dahoon Holly
Eastern Redbud
Flowering Dogwood
Fringe Tree
Hume No. 2 Holly
Kwanzan Cherry
Loquat
Nellie R. Stevens Holly
Photinia Frasers
Possumhaw Holly
Red Buckeye
Sassafras
Sourwood
Turkey Oak
Weeping Yaupon Holly