



## TREE REMOVAL INFORMATION GUIDE

Use the following table to determine what tree form or permit you will need when requesting to remove significant trees on your property. Significant trees are trees with trunks greater than 6 inches in diameter, measured 4½ ft from the ground. Page 2 contains a brief description of each process.

### TREE REMOVAL TABLE

REQUEST TYPE	REQUIRED FORM	Tree Removal Notification	Tree Removal Permit	Public Tree Pruning Permit	Public Tree Removal Permit	Forest Management Plan
<b>Private Property</b>						
Removal of one or two trees						
• <i>Property has conditions*</i>			X			
• <i>Property has no conditions*</i>		X				
Removal of more than two trees			X			
Removal of more than two trees on a significantly wooded site (over 40% canopy coverage) that is at least 35,000 square feet in size.						X
<b>Public Property</b>						
Pruning of street trees				X		
Removal of street trees					X	

**\* Conditions that trigger a Tree Removal Permit**

- Request is for the removal of one or both of the last two significant trees remaining on the subject property.
- A property that has a new residence built within the last five years.
- A property containing a Native Growth Protection Easement (NGPE)
- A property within 100 feet of a critical area (i.e. streams, slopes with a grade 15% or greater, and wetlands)
- A property containing subdivision restrictions listed on deed or plat map
- A property removing a tree along the shoreline of Lake Washington
- A property located within the Holmes Point Overlay (KZC 70).
- A property that is subject to an active development permit.
- A property or parcel that is undeveloped, vacant or without a dwelling.



An arborist report from a qualified professional must be submitted with your permit (see Qualified Professional section below).

## **PERMIT AND FORM DESCRIPTIONS**

### **Tree Removal Notification**

This form is for tree removal requests on private property that have no conditions (see Conditions description above). There are no fees associated with this form.

### **Tree Removal Permit Application**

This permit is for the removal of more than two trees or for the removal of trees on a site with conditions (see Conditions description above). A fee is required. The tree must be removed within one year of permit approval. While an arborist report is generally required with this permit an applicant may submit photos for trees with obvious defects or for tree causing damage to property. Arborist reports must be done by a qualified professional. See the description of qualified professional below.

### **Public Tree Removal & Pruning Permit Applications**

These permits are for either the pruning or removal of street (public) trees. The tree must be removed within one year of permit approval. Pruning requests have no fees, but an ISA certified arborist is required to perform the pruning of public trees following ANSI A300 Standards when the Public Works Department is not able to perform the pruning. Removal of public trees requires an arborist report by a qualified professional (see the description of qualified professional below). A fee is required for processing a public tree removal request.

### **Forest Management Plan**

This permit is for large wooded sites requesting to remove more than two trees or if the site has conditions (see Conditions description above). The site must be significantly wooded (over 40% canopy coverage) and be at least 35,000 square feet. This requires an arborist report from a qualified professional (see the description of qualified professional below). A fee is required for processing a forest management plan.

### **Qualified Professional**

Qualified professionals are individuals with relevant education and training in arboriculture or urban forestry, having two or more of the following credentials:

- International Society of Arboriculture (ISA) Certified Arborist
- Tree Risk Assessor Certification (TRACE) as established by the Pacific Northwest Chapter of ISA (or equivalent)
- American Society of Consulting Arborists (ASCA) registered Consulting Arborist
- Society of American Foresters (SAF) Certified Forester for Forest Management Plans

### **Certified Arborist List**

For a current list of certified arborists visit the Pacific Northwest Chapter of the International Society of Arboriculture (PNW-ISA) [www.pnwisa.org](http://www.pnwisa.org) or contact PNW-ISA at (503) 874-8263. You may also find an arborist in the yellow pages under "Tree Service" and look for the "certified arborist" logo.