



# **CITY OF LAKEWOOD**

## **TREE REMOVAL PERMIT APPLICATION**

This completed application shall be accompanied by two copies of a detailed tree survey plan that identifies the location of all significant trees on the project site unless waived by Community Development Department staff. Please refer to the attached Handout 10 for instructions for drawing the tree survey plan and associated table.

**Site Address:** \_\_\_\_\_

**Parcel #** \_\_\_\_\_ **Zone** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Parcel Owner Name If Different:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_

**CONTRACTOR NAME:** \_\_\_\_\_ **BLIC #** \_\_\_\_\_

**Property Size & Current Use:** \_\_\_\_\_

\_\_\_\_\_

**Affiliated Permit(s):** \_\_\_\_\_

Total number of significant trees existing on the site: \_\_\_\_\_(see attached table)

Number of significant trees to be retained: \_\_\_\_\_(see attached table)

Number of significant trees to be removed: \_\_\_\_\_(see attached table)

Are any of the trees to be removed Garry oak trees? \_\_\_\_\_(see attached table)

Are the trees to be removed within 20 feet of a property line? \_\_\_\_\_

Are any trees to be removed within 200 feet of a stream, lake, or wetland? \_\_\_\_\_

Will any of the work be conducted in a public right-of-way? \_\_\_\_\_

Is there an arborist report discussing the condition of onsite trees? \_\_\_\_\_

\_\_\_\_\_  
Signature of Owner or Authorized Representative

\_\_\_\_\_  
Date

**By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge and that I am the owner of the premises where the work is to be performed, or I am acting as the owner's authorized agent. I further agree to hold harmless the City of Lakewood as to any claim (including costs, expenses and attorney's fees incurred in investigation of such claim) which may be made by any person, including the undersigned, and filed against the City of Lakewood, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as part of this application.**

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*For Staff Use*

Application Number: \_\_\_\_\_

Will any public roads/areas be impacted by equipment or trees? \_\_\_\_\_

Right-of-Way Permit Number (if required): \_\_\_\_\_

Public Works employee authorizing removal of tree in right-of-way: \_\_\_\_\_

Community Development Department Determination: \_\_\_\_\_

Replacement Trees (if required): \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



**CITY OF LAKEWOOD**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**HANDOUT #10**

**TREE SURVEY PLAN REQUIREMENTS**

A detailed site plan that identifies the location of all significant trees on the site is required to accompany a tree removal permit, unless waived by Community Development Department staff. The tree survey plan shall be drawn to scale and illustrate the location of each tree in relation to all existing and proposed development on the site including, but not limited to, the following information:

1. Property lines (include lot dimensions).
2. Footprint of all existing and proposed structures such as buildings, fences, driveways, utilities etc.
3. Location of all existing and proposed public and private roads.
4. All paved areas.
5. Location of all proposed landscape areas.
6. Location of all riparian areas and riparian buffers, shorelines, and critical areas including wetlands, wetland buffers, habitat areas, etc
7. The precise location of each significant tree. Each tree on the survey shall be numbered for identification purposes. A significant tree is:
  - (a) A Garry Oak tree, also known as Oregon White Oak that is 6 inches in diameter or greater, at 4 ½ feet above ground (forestry standard).
  - (b) Any tree other than a Garry oak that is 9 inches in diameter or greater at 4 ½ feet above ground.
  - (c) Any tree, regardless of its diameter, that is determined by the Community Development Director to be significant due to the uniqueness of the species or provision of important wildlife habitat.
8. Any small trees that do not meet the definition of a significant tree shall be shown if they are to be used for credit towards replacement tree requirements.
9. A dashed line 20-feet from the property boundaries shall be drawn to clearly identify perimeter trees from interior trees.
10. A table similar to the example shown below shall be provided that includes information for each of the trees illustrated on the plan. The table, which may be provided in a separate document from the tree survey plan, shall include the following information:
  - (a) The common name of each tree (i.e. fir, spruce, maple, alder, etc.)
  - (b) The caliper size (diameter) of each tree at 4 ½ feet above ground (forestry standard)
  - (c) The tree condition (good, fair, poor, etc). An arborist report may be required for trees noted to be in poor or dangerous condition.
  - (d) Whether the tree is to be removed or retained.

<b>Tree No.</b>	<b>Species</b>	<b>Size</b>	<b>Health/ Condition</b>	<b>Tree Location: Perimeter (P) Interior Tree (I)</b>	<b>Retain or Remove</b>	<b>Nonsignificant Trees (healthy &amp; less than significant tree size)</b>
1	Garry Oak	12"	Good	I	Retain	
2	Garry Oak	6 "	Dead	P	Remove	
3	Douglas fir	24"	Damaged	P	Remove	
4	Douglas fir	9"	Poor	I	Remove	
5	Douglas fir	7"	Fair	P	Retain	X