

## Tree Removal Checklist and Application

Tree removal permits are governed by Section 8.25.050 of the Hunts Point Municipal Code (HPMC). No person, corporation or other entity shall remove or destroy, or cause to be removed or destroyed, a significant tree within the town of Hunts Point without first having obtained a tree removal permit from the town. A permit shall not be required for pruning that complies with American National Standards Institute (ANSI) A 300 standards. A permit shall not be required for the removal of trees less than six inches DSH that are part of a groves' contiguous canopy if in the opinion of the town arborist their removal does not damage the health of the groves. The current edition of the tree code can be found at:

<http://www.codepublishing.com/WA/HuntsPoint/#!/HuntsPoint08/HuntsPoint0825.html#8.25.050>

### Initial Consultation – Pre-application Conference:

A pre-application conference with the Building Services Department and town arborist is required prior to submittal of a tree removal permit on properties proposed for construction.

### Submittal, Preparation and Fee:

Upon receipt of a complete application, town staff will forward the application to the town arborist for review. The application shall be accompanied by the fee as set by resolution.

### General Requirements: (Two (2) original copy of each item is required):

If an item is not applicable, attach an explanation.

- An application for a tree removal permit shall be submitted on a form provided by the town and shall be signed by the owner of the property and shall be accompanied by all of the following documents and information as are determined to be necessary by the town;
- Name, address, and telephone number of the applicant and the owner (if different);
- A plot plan showing the location of improvements, the location of the trees(s) proposed or removal, and adjacent significant trees that may be impacted from proposed activities, including those on adjacent property within 20 feet of the property line;
- Reason for removal;
- A preliminary plan indicating the locations and species for all trees to be planted as mitigation;
- Where the plot plan identifies significant trees within 20 feet of the property line on adjacent property, proof that the applicant has notified the neighboring property owners of the application, either by signature or by United States Postal Service return receipt if the property owner is unavailable for signature; and
- Any other information as deemed necessary by the town to further the purposes of this chapter.

### Applicable Codes:

HPMC Title 8.25 Tree Code

HPMC Title 11, Planning and Development (Comprehensive Plan and Permit Process)