



CITY OF TUMWATER
 555 ISRAEL RD. SW, TUMWATER, WA 98501
 (360) 754-4180 (360) 754-4126 (FAX)
 Email: cdd@ci.tumwater.wa.us

**LAND CLEARING PERMIT
 Submittal Checklist**

TUM -	DATE STAMP
RCVD BY	

APPLICANT INFORMATION (please print neatly)

NAME OF APPLICANT: _____

SUBJECT PROPERTY INFORMATION

ADDRESS OF PROPERTY (COMPLETE): _____

If an activity is proposed to remove more than six trees within three consecutive years, then a complete application shall consist of all items on this checklist unless modified or waived by Staff.

A. APPLICATION FORMS AND REQUIRED COPIES	N/A	Provided	Staff
---	-----	----------	--------------

- | | | | |
|--|--|--|--|
| 1. Provide a complete and signed (by owner or authorized representative) application and applicable fee. | | | |
| 2. SEPA checklist, if required, and applicable fee. | | | |
| 3. Two copies of the Forester's Report, prepared per TMC 16.08.050.C. | | | |
| 4. Mailing list of the property owners within 300 feet of the exterior boundaries of the tract(s) identified in the application, in MS Word-file format using Avery Mailing Label 5160 template. | | | |
| 5. Two copies of the proposed drawings. | | | |
| 6. One reduced copy (11"x17") of the proposed drawing. | | | |

B. SITE PLANS	N/A	Provided	Staff
----------------------	-----	----------	--------------

- | | | | |
|---|--|--|--|
| 1. The site plan(s) shall be on a minimum of 18"x24" to a maximum of 24"x36" sheet(s) drawn to a scale of no more than 1"=20' and no less than 1"=100', unless otherwise approved by the City. The plan(s) shall be a drawing of the entire contiguous parcel(s) showing the following information: | | | |
| a. General vicinity map. | | | |
| b. Date, scale, and north arrow. | | | |
| c. Property boundaries, the extent and location of proposed clearing and major physical features of the property (streams, ravines, etc.). | | | |
| d. A timeline for implementation and monitoring of the tree protection, and/or replacement plan. | | | |
| e. A plan indicating how the site will be re-vegetated and landscaped. | | | |
| f. A proposed time-scheduled for land clearing, land restoration, re-vegetation, landscaping, implementation of erosion controls, and any construction of improvements. | | | |
| g. Erosion Control Plan: information indicating the method to be followed in erosion control and restoration of land during and immediately following land clearing. | | | |

Land Clearing Permit Submittal Checklist

B. SITE PLANS (CONTINUED)	N/A	Provided	Staff
----------------------------------	-----	----------	-------

h. Tree Inventory: drawn to scale on the preliminary or conceptual site plan: a map delineating vegetation types. Each type should include the following information:

- Average trees and basal area per acre, by species and six-inch-diameter class. For non-forested areas, a general description of the vegetation present.
- Narrative description of the potential for tree preservation for each Vegetation type. This should include soils, wind-throw potential, insect and disease problems, and approximate distance to existing and proposed targets.
- Description of any off-site tree or trees, which could be adversely affected by the proposed activity.

i. Tree Protection Plan: drawn to a scale on the site plan, grading and erosion control, and landscape plans. It must include the following information:

- Surveyed locations of perimeters of groves of trees and individual trees to be preserved, adjacent to the proposed limits of the construction. General locations of trees proposed for removal. The critical root zones of trees to be preserved shall be shown on the plans.
- Limits of construction, and existing and proposed grade changes on site.
- Narrative description, buildable area of the site, and graphic detail of tree protection, and tree-maintenance measures required for the preservation of existing trees identified to be preserved.
- Timeline for clearing, grading and installation of tree-protection measures.

j. Tree Replacement Plan: drawn to scale on the site and landscape plans. The tree replacement plan shall be developed by a licensed Washington landscape architect, Washington certified nursery professional, ISA certified arborist, Board certified horticulturist, qualified professional forester or Washington certified landscaper. It must include the following information:

- Location, size (including height), species, type (deciduous or evergreen, drought tolerant, etc.), and numbers of trees to be planted.
- Narrative description and detail showing any site preparation, installation and maintenance measures necessary for long-term survival and health of the trees.
- Narrative description and detail showing proposed locations of required tree planting, site preparation, installation and maintenance within Critical Root Zones of preserved groups or individual trees.
- Cost estimate for the purchase, installation and three-year maintenance of trees.

C. OTHER DOCUMENTS	N/A	Provided	Staff
---------------------------	-----	----------	-------

1. Wetland Report, prepared in accordance with TMC 16.28.140C.
2. Fish and Wildlife Habitat Protection Plan, prepared in accordance with TMC 16.32.090.
3. Geologically Hazardous Areas Report, prepared in accordance with TMC 16.20.050

Land Clearing Permit Submittal Checklist

D. ELECTRONIC SUBMITTAL	N/A	Provided	Staff
1. Compact disc (CD) or USB drive containing all of the plans, reports, etc. as outlined under B and C above, in PDF-file format. Maximum format shall be 300 dpi. Note: Please do not include the application or submittal checklist in electronic format.			

I verify that the statements contained in this application are true and correct, and that all required documents associated with this application have been submitted.

Signature of Applicant

Date