

**WHATCOM COUNTY**  
Planning & Development Services  
5280 Northwest Drive  
Bellingham, WA 98226-9097  
360-778-5900, TTY 800-833-6384  
360-778-5901 Fax



**Mark Personius, AICP**  
Director

## Tree Removal Permit Application

Required Application Fee: See current Unified Fee Schedule

Note: Per UFS 2843 all permits and applications are subject to a 3% Technology fee. The 3% fee is calculated on the permit/application fees due.

*Make checks payable to Whatcom County Planning and Development Services. You may also pay by debit or credit card, in person only, at the Planning & Development Services Permit Center Counter.*

### For Administration Use

Permit#(s) _____ _____ _____	Date Stamp <div style="border: 1px solid black; width: 100%; height: 100%;"></div>
Received by: _____	
Receipt #: _____ Date Paid: _____ Total Fees: _____	
Reviews: <input type="checkbox"/> CA Wetland/HCA <input type="checkbox"/> CA Geo Hazards <input type="checkbox"/> Flood <input type="checkbox"/> Watershed	

\*Note: All tree removal within 200-feet of a regulated shoreline is subject to the applicable shoreline permit

**Agent/Contact Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Fax # ( ) \_\_\_\_\_ Email \_\_\_\_\_

**Property Owner Name** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Fax # ( ) \_\_\_\_\_ Email \_\_\_\_\_

### **Property Information**

Site address \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

Parcel size: \_\_\_\_\_ in acres/square footage (if less than an acre please provide square footage)

## **Project Information**

As required by Whatcom County Code, tree canopy calculations must be included in the application materials. To accurately measure the tree canopy to be removed, please use the following methods:

### **Option 1 - Tree Survey**

- Measure average canopy radius (r) for each tree to be removed
- Calculate existing canopy area using the formula: Canopy Area (CA) =  $\pi r^2$
- Total the sum of tree canopy areas to be removed

**Option 2 - Aerial Estimation** (this can be done with Bing Maps, Google Earth, or similar mapping programs utilizing aerial imagery).

- Obtain aerial imagery of site
- Measure site boundaries (right click on aerial photo and look for option to “measure distance”).
- Measure canopies of individual trees or stand area using leading edges as the forest boundary.

Include the following:

- Tree Canopy to be removed: \_\_\_\_\_ sq. ft.
- Total Number of Significant Trees to be Removed \_\_\_\_\_

Provide a brief description of the proposed tree removal (Including color pictures of the tree(s) may expedite review):

I / We understand this work and/or activity may have adverse effects on the Critical Area and/or watershed processes, and acknowledge that special care must be taken to reduce or eliminate adverse effects. Effective sediment and erosion control measures must be installed and disturbed areas shall be restored as near as possible to the previous condition.

Description of sediment erosion control measures and/or restoration

### **SCALED SITE PLAN REQUIRED**

- The following information must be put on the scaled site plan and be consistent across the site plan.
  - All buildings, existing and proposed.
  - Parking, access roads and driveways.
  - Critical areas (e.g.: wetlands, streams) located.
  - Ditches.
  - Property lines, corner pins.
  - Topography (contours, slope grade).
  - Utilities.
  - Erosion and Sedimentation Control Measures.
- Show any trees that are to be removed.
- Existing tree canopy areas
- Proposed tree canopy areas
- Location of significant trees (indicate species)
- All trees to be removed must be flagged
- *Incomplete or inadequate site plan can significantly delay processing.*  
*(Note: It is our policy to not accept incomplete applications)*

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## Fee Responsibility

Venue and Jurisdiction: The parties hereto recognize and agree that the venue of any action involving their rights or obligations related to this application shall be in Whatcom County, and the parties' rights and obligations hereunder shall be determined, in accordance with the laws of the State of Washington.

Fee Guaranty: Notwithstanding that this application has been submitted in the name of a company, I personally guarantee payment of fees accrued according to the terms listed in the Whatcom County Unified Fee Schedule and that my personal guarantee is part of the consideration for review of the application.

I/we \_\_\_\_\_ hereby certify that the above statements and the information contained in any papers or plans submitted herewith are true and accurate to the best of my knowledge, and that the list of surrounding property owners is complete and current.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Owner

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is/are the person(s) who appeared before me, and said person(s) acknowledged it to be his/her free and voluntary act for the uses and purposes mentioned in this instrument.

Dated \_\_\_\_\_

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Public Printed Name  
Notary Public in and for the State of Washington

Residing at \_\_\_\_\_

My appointment expires: \_\_\_\_/\_\_\_\_/\_\_\_\_

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### Agent Authorization

If you are authorizing an agent to apply for permits on your behalf you must complete this form and have it notarized, which will provide authorization for a designated agent to apply for permits on your behalf.

I/we, \_\_\_\_\_, the owner(s) of the subject property, understand by completing this form I/we hereby authorize \_\_\_\_\_ to act as agent. I/we understand said agent will be authorized to submit applications on my behalf, and any fees associated with submitted applications are due to me and not to the said agent. I/we also understand once an application has been submitted all future correspondence will be directed to the agent.

\_\_\_\_\_  
Property Owner Printed Name

\_\_\_\_\_  
Property Owner Printed Name

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is/are the person(s) who appeared before me, and said person(s) acknowledged it to be his/her free and voluntary act for the uses and purposes mentioned in this instrument.

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Residing at \_\_\_\_\_

My appointment expires: \_\_\_\_/\_\_\_\_/\_\_\_\_