



**CITY OF BLACK  
DIAMOND**

Community Development Dept.

24301 Roberts Drive / PO Box 599  
Black Diamond, WA 98010  
(360) 851-4447

# TREE REMOVAL PERMIT CHECKLIST

## **ABOUT TREE REMOVAL PERMITS:**

A permit is required for the removal of significant trees within the City. A "significant tree" means any healthy tree that is at least six inches diameter at breast height, excepting nonsignificant trees. A tree growing with multiple stems shall be considered significant if at least one of the stems, as measured at a point six inches from where the stems digress from the main trunk, is at least four inches in diameter.

## **REVIEW PROCESS:**

All Tree Permits are a Type 1, Director decision. There are two tree plan classifications.

## **TREE REPLACEMENT:**

- A. Each significant tree removed shall be replaced by new trees on a 1:1 ratio.
- B. Replacement trees shall be planted on the site from which significant trees are removed. If on-site replacement is not feasible, an off-site location may be approved by the City Administrator.
- C. Replacement trees must meet the following criteria:
  - 1. Native trees are preferred over non-native trees;
  - 2. New trees shall meet or exceed current American Nursery and Landscape Association or equivalent organization's standards for nursery stock;
  - 3. New trees shall be planted in locations appropriate to the species' growth habit and horticultural requirements and marked appropriately;
  - 4. New trees must be located away from areas where damage is likely;
  - 5. Deciduous replacement trees shall be a minimum of one and one-half-inch in caliper, evergreen trees shall be a minimum of six feet in height; and
  - 6. The time period for planting of replacement trees shall conform to standards for transplanting trees as set forth in ANSI A300, Part 6, as now exists or may hereafter be amended, or such other comparable standard as may be approved by the Mayor or his/her designee.
  - 7. Trees shall be watered as necessary to ensure survival and growth during their first two growing seasons after planting. Dead trees shall be replaced within the two-year planting period to ensure survival.
  - 8. An applicant for a tree removal permit can, at the election of the applicant, pay a tree removal mitigation fee in the amount of \$500 for each tree removed into the removal mitigation fund in lieu of replacement. These funds will be maintained by the city and utilized in replanting projects throughout the City.

### **Code References**

Zoning and Procedures  
Title 18 BDMC

Tree Preservation  
Chapter 19.30 BDMC

### **Resources**

King County iMap  
Black Diamond Zoning Map

### **Questions?**

Planning Division  
Permit Status

### **City of Black Diamond**

24031 Roberts Drive  
PO Box 599  
Black Diamond, WA 98010  
[www.blackdiamondwa.gov](http://www.blackdiamondwa.gov)



## HOW TO APPLY:

To apply for a Tree Removal Permit, please email all items found in the “Submittal Requirements” below to [permits@blackdiamondwa.gov](mailto:permits@blackdiamondwa.gov). Please clearly state which Level of Tree Plan you are applying for under permit type on the Master Application, and please state under the work description on the Master Application how many trees you are proposing to remove and replace.

Unless otherwise provided in a Level I or Level II tree plan, replanting shall take place no later than one year after the tree removal permit is issued. Best management practices shall be applied to protect trees during land alteration and construction activities.

## SUBMITTAL REQUIREMENTS

### All Tree Permits

1. ☐ Completed, signed Master Application Form
2. ☐ Tree replacement plan that shows:
  - a. The location, species, and size of new tree(s) to be planted
  - b. The schedule for replanting
  - c. The location of any significant tree(s) to be removed

*A tree plan for significant tree removal, when associated with the development or redevelopment of property, shall meet the following requirements and standards, and may be incorporated within the landscaping plan if such a plan is required pursuant to BDMC Chapter 18.72.*

### Redevelopment – Level I Tree Plan

- ☐ A Level 1 tree plan is required for changes to existing development, including all residential, commercial, industrial, or institutional sites that involve a land disturbance or expansion of buildings or impervious surface. The following information shall be provided as part of the plan:
  - a. A site plan showing all proposed development or expansion of structures, parking, driveways, roadways, lanes, sidewalks and pathways, and retaining walls;
  - b. The site plan will show all significant trees located within the site subject to development and shall depict those significant trees to be retained in order to meet the guidelines of BDMC Section 19.30.040(B); and
  - c. Planting plan including location, species, size of new trees to be planted and a schedule for replanting.

### Development – Level II Tree Plan

- ☐ A Level II tree plan is required for new development, including residential, commercial, industrial or institutional developments that involve land disturbance, parking areas, roads, buildings, or other construction. The contents of the tree plan must be certified by a certified professional forester, arborist, or landscape architect and must provide the following information:
  - a. Information required for a Level I plan;
  - b. Description of off-site trees that could be affected by proposed activity; and
  - c. In the event that the proposed tree plan will result in retainage of fewer than twenty percent of all significant trees within the site, not including wetlands and sensitive areas and their associated buffers, the tree plan shall include a description of alternative site designs that were evaluated and considered by the applicant to provide greater protection of significant trees and a detailed explanation of why such alternative site designs were rejected.