

TREE REMOVAL SUBMITTAL CHECKLIST

City of Lynnwood residents have expressed much concern over the loss of trees in Lynnwood. In March 2004 the City of Lynnwood updated its tree regulations to designate and protect Heritage trees. We now require removal permits prior to tree removal on all property, including single-family lots. Always contact the City prior to removing a tree. Depending on the situation, you may need a permit, but the permit may be no-cost.

Tree removal is based upon [LMC 17.15](#) and [LMC 21.08](#).

Significant tree = trees that are six inches or larger in diameter at breast height (DBH)

Class I Permits

A Class I permit is required for developed residential lot less than 16,000 square feet and are subject to:

- City review if more than 2 significant trees or 40 percent of significant trees are planned to be removed
- Replanting if more than 2 significant trees, or removal of 40 percent significant trees
- Additional fees may apply if applicant waives replanting of significant trees

Class II Permits

A Class II permit is required for properties larger than 16,000 square feet or any property that does not meet Class I criteria and is subject to:

- City review of removal of significant and non-significant trees
- Replanting of specific locations and species of trees after clearing
- Additional fees if site cannot reasonably sustain the amount of replanted trees or if the applicant chooses to waive the replanting of significant trees
- Bonds not less than 125 percent of the actual replacement cost for a period not less than 3 years

Note:

- We reserve the right to request additional information and documents as needed
- Please refer to the [Electronic Submittals Checklist](#) for naming conventions and other requirements
- An application will be considered incomplete if any of the required information is missing
- Applications fees must be paid before review and permitting for Class II Tree Permits
- It is the responsibility of the applicant to contact the Underground Location Center at 1-800-424-5555 48 hours prior to starting work

Submittal Requirements

Before you apply, gather the following information

- Surface area of parcel (square feet)
- Number of significant trees to be removed
- For Class I Tree Clearing:
 - Total Number of existing Significant Trees (greater than 6 inches DBH)
 - Number of non-significant trees being removedNumber of replacement trees
- For Class II Tree Clearing, Class I information plus:

This document does not substitute for codes and regulations.
The applicant is responsible for compliance with all codes and regulations.

- Arborist Report
- Sum DBH of significant trees to be removed
- Number of non-significant trees being removed
- Number of replacement trees required (per Arborist Report)
- Number of replacement trees provided

Submittal Document Requirements

- Pictures of trees to be removed
- Site plan indicating where trees will be removed (Tree Removal Plan)
- Arborist Report

Class II only

- [SPCC](#) - spill prevention, control, and countermeasure plan
- [SWPPP](#) - stormwater Pollution Prevention Plan