



# Burien

Washington, USA

## Significant Tree Removal/Pruning Application

400 SW 152<sup>nd</sup> Street, Suite 300 Burien, WA 98166  
Phone: (206) 241-4647 • FAX: (206) 248-5539  
www.burienwa.gov

Permit Number _____
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### APPLICANT INFORMATION

Name:	Company:
Address:	Daytime Phone:
City, State, Zip:	E-Mail:

### PRIMARY CONTACT PERSON (If Different)

Name:	Company:
Address:	Daytime Phone:
City, State, Zip:	E-Mail:

### PROPERTY OWNER

Name(s):	
Address:	Daytime Phone:
City, State, Zip:	E-Mail:

### PROJECT & SITE INFORMATION

Street Address:	Assessor's Parcel Number(s):
Short Project Description:	

### SIGNATURE:

I declare that I am the owner of the property involved in this application, and that all information submitted with this application is complete and correct to the best of my knowledge and belief. I understand that any errors and/or omissions may lengthen the time needed to process this request.

Signature: _____	Address: _____	Date: _____
Signature: _____	Address: _____	Date: _____
Signature: _____	Address: _____	Date: _____
Signature: _____	Address: _____	Date: _____



The City of Burien recognizes the significant role that the natural environment plays in creating a healthy and attractive community. Trees, landscaping and open space all contribute to a positive community image. Two sections of the Burien Municipal Code (BMC) apply to tree retention and removal. Section 19.25.120 contains requirements for retention of significant trees on vacant lots and section 19.40 applies to all properties containing a “critical area” (steep slope, seismic hazard area, erosion hazard area, stream or wetland). The following are frequently asked questions about tree retention in Burien.

### General Questions

Q: WHAT IS A SIGNIFICANT TREE?

A: A significant tree is an existing healthy tree which, when measured four feet above grade, has a minimum diameter of 6 inches.(BMC 19.10.493)

Q. HOW DO I SHOW THE LOCATION OF SIGNIFICANT TREES ON MY PLANS?

A. All significant trees on your property must be shown on your site plan. The accurate location of the trees, approximate size (in diameter) and tree species must be shown. The plan also needs to show which trees you’ll save and which trees you’ll remove. (BMC 19.25.130)

Q. HOW DO I PROTECT SIGNIFICANT TREES DURING CONSTRUCTION?

A. A temporary but immovable five-foot high chain link or plastic net fence must be installed around the “dripline,” or farthest extent of the tree’s branches, of all significant trees to be saved. Due to potential damage to the tree, no construction, fill, excavation or storage of construction materials is allowed inside of the dripline. (BMC 19.25.150)

Q. HOW DO I FIND AN ARBORIST?

A. A list of consulting arborists can be found on the Pacific Northwest Chapter, International Society of Arboriculture website at [www.pnwisa.org](http://www.pnwisa.org).

### Tree Retention in Critical Areas and their Buffers

Q. DO I NEED A PERMIT TO REMOVE OR PRUNE A TREE IN A CRITICAL AREA OR ITS BUFFER?

A. Yes. If your property contains a “critical area” (such as steep slopes, streams or wetlands), permits are required to remove or prune a tree in a critical area or its buffer. (Right-of-way permits are required to remove or prune any tree located in the right-of-way.) To remove a tree, you will need to submit a vegetation management plan and permit application to the Department of Community Development for review. We require contracting with a certified arborist or experienced tree service when pruning trees to ensure the tree’s long-term health.

Q. DO I NEED A PERMIT TO ALTER THE VEGETATION IN A CRITICAL AREA OR ITS BUFFER (e.g. REMOVE GROUND COVER, PRUNE OR REMOVE TREES OR SHRUBS)?

A. Generally, yes. Significant alterations that may affect the critical area require permits. Please contact a planner for additional questions.

Q. CAN I REMOVE DEAD, DISEASED OR DANGEROUS TREES?

A. Yes, a permit and vegetation management plan are required to remove a dead, diseased, or dangerous tree(s). The City requires a report from a qualified professional attesting to the health of the tree.

Q. WHAT IS A VEGETATION MANAGEMENT PLAN?

A. A vegetation management plan identifies the proposed clearing limits for the project and any areas where vegetation in a critical area or its buffer is proposed to be disturbed. The plan should describe the methods of any work to be completed. The plan should also address any alternative methods of attaining your goal and explain how the proposed activity will not be detrimental to surrounding properties and to the functions and values of the associated critical area.

### **Tree Retention in Non-Critical Areas**

Q. DO I NEED A PERMIT TO REMOVE A SIGNIFICANT TREE IN A NON-CRITICAL AREA?

A. 

- For undeveloped/vacant lots tree removal is not permitted until time of development. When developing your lot, you will need to submit a tree retention site plan to the Department of Community Development for review.
- For developed, private lots tree removal and pruning are allowed without a permit.
- For removal and pruning of ANY trees in the right-of-way, a right-of-way permit is required.

Q: HOW MANY SIGNIFICANT TREES DO I NEED TO SAVE WHEN DEVELOPING MY PROPERTY?

A: The amount of trees required to be retained depends on the type of development and the zoning of neighboring properties (BMC 19.25.120).

Q. WHAT IF I CAN'T SAVE ALL OF THE TREES I AM REQUIRED TO SAVE?

A. You may plant new trees to compensate for the removal of significant trees (BMC 19.25.160). Replacement trees also must be shown on the site plan. Please discuss these requirements with a planner at (206) 241-4647.

Q. WHAT IS A TREE RETENTION PLAN?

A. A tree retention plan identifies the location, size and species of all significant trees on the site, and shows which significant trees are proposed to be retained, transplanted or restored. The plan should also include a description of how the work is to be completed. There is a fee for review of this plan.



**PLEASE RETURN THIS CHECKLIST WITH YOUR APPLICATION**

The following is a list of materials and plans which must be submitted in order to have a complete application. For some applications, it will not be necessary to submit all of the listed materials. Consult with the Department of Community Development if you have questions.

Application	REQUIRED	PROVIDED
A completed, signed, Significant Tree Removal Application Form.	X	

Fees	REQUIRED	PROVIDED
A check payable to the City of Burien for applicable filing fees.	X	

Site Plan	REQUIRED	PROVIDED
Two (2) copies of dimensioned plans. See attached sample site plan.	X	
1. Property dimensions, any existing structures which are proposed to remain on the property, and names of adjacent rights-of-way. A property survey is recommended but is not required.		
2. Existing streams, lakes, and shorelines, structures, rockeries, roadways and other relevant man-made or natural features.		
3. All existing trees 6" or more in diameter measured at 4-feet above grade, by species, and an indication of which will be saved. The dripline and trunk locations should be accurately depicted.		
4. Proposed replacement trees, if required: size, species, location and distance apart.		
5. Existing and finished grades at 5-foot contours with the precise slope of any area in excess of 40 percent.		
6. The location and type of any critical areas and their required buffers, on and within 100 feet of your property.		

Project Description	REQUIRED	PROVIDED
A project description by a certified arborist or qualified tree professional explaining how the work will be completed.	X	
For Vegetation Management Plans in the Critical Areas, the project description should also explain how any critical area will be protected and how the site will be revegetated, if needed. In addition, the description should address any alternative methods of attaining the applicant's goal and explaining how the proposed activity will not be detrimental to surrounding properties and to the functions and values of the associated critical area.		