



Arborist Checklist for Development Activity

Project Address: _____

Project Contact Name: _____ Phone Number: _____

Email: _____

Arborist Company Name and Contact: _____

A. _____ Tree Survey

1. _____ Provide tree survey including all trees over 6" (code section 105-207) located on the property. All trees must be measured at Diameter at Standing Height (DSH) which is 4.5 feet above the ground line on the uphill side. The Tree Survey must be prepared by, dated, sealed and signed by a registered surveyor. **An inaccurate survey will create delays in plan review and possible permit revocation.**

3. _____ Tree Survey must be included in all sets of permitted

plans. B. _____ Specimen Trees

1. _____ An alternate design must be discussed with arborist that preserves Specimen Trees (see code section 105-201 for the definition of specimen trees).

2. _____ Show the Critical Root Zone (CRZ) of the existing Specimen Trees to be saved (1.3 feet X inches DSH = radius in feet) and the tree protection fence at the edge of the Critical Root Zone (CRZ) on the Tree Protection, Landscape, Erosion Control, Grading, and Demolition plans. Label dimension of all CRZs, Structural Root Plates (SRPs), and distances from trees to tree protection fence.

3. _____ No activity is allowed in the tree save area unless approved by the City arborist under a maintenance plan.

4. _____ Provide note on the Tree Protection, Landscape, Grading, Erosion Control, and Demolition plans: "The CRZ of Specimen Trees plus all stream buffers shall be protected with a minimum four-foot tall orange barrier fencing. Installation of the tree save fence will involve no trenching". "For a specimen tree to be saved there can be no impact over 20% and no more than 33% of disturbance proposed in the CRZ."

5. ____ For Specimen Trees a specimen tree care and maintenance plan will be required if any disturbance is proposed within the CRZ. The Specimen Tree Care plan will be developed specifically for each individual Specimen Tree. The plan shall be drafted by a Certified Professional and include tree protection and care prior to starting, during, and throughout construction and for 2 years after issuance of a certificate of occupancy (CO). The plan shall include, but not be limited to: pruning, compaction reduction, root treatments, fertilization, fungicide/insecticide treatments, and lightning protection. The plan shall be developed around reasonable timelines for implementation, which will be stated in the plan.

C. ____ Tree Protection

1. ____ Clearly show all tree protection fence locations at the limits of disturbance on the Landscape, Tree Protection, Erosion Control, Grading, and Demolition plans. To receive the EDF credits all tree protection areas and fencing must be shown.

2. ____ If demolition is occurring, developer must provide a separate Demolition plan that clearly shows tree protection during the demolition process.

3. ____ Provide tree save fence: A minimum of four-foot tall orange barrier fence around CRZ of specimen trees and orange mesh with metal stakes at all other locations.

4. ____ Provide the following note on the Tree Protection, Landscape, Grading, Erosion, and Demo plans in bold letters: "Tree save fence for entire site must be installed, inspected and approved prior to starting work."

D. ____ Density

1. ____ Provide site density calculation summary.

2. ____ Provide replacement density list in an excel spreadsheet: Include caliper, height, quantity, unit value and total value columns for each species (separate columns for density and recompense).

3. ____ Show that the percentage from any one genus equals no more than 30% of the total tree replacement. This number is based on the number of trees, not the unit values.

4. ____ Pine trees are not allowed by the City Arborist for tree replacement credit.

E. ____ Specimen Tree Recompense

1. ____ Recompense to be provided on-site: Graphically highlight/ shade the location of the specimen recompense trees. (Recompense trees are in addition to required density trees).

2. ____ Recompense plantings must be provided at 3 times the density removed and should be a similar species.

3. ____ Trees planted for specimen recompense will be at least 4" caliper.

4. ____ Recompense planted off-site must be approved by city arborist (hardship cases only).

5. ____ Funds for Specimen recompense must follow the approved recompense calculations of two hundred forty (\$240) per inch unless a different rate is approved by City Arborist.

F. ____ Utilities

1. ____ Label all drainage and sewer easements on the Tree Protection plan. Required trees are not allowed in easements.
2. ____ All overhead and underground electric utility lines (existing and proposed) must be shown on the tree protection plan. Species used under overhead lines must be approved by city arborist.

G. ____ Provide the following notes on the Landscape Plan:

1. ____ If tree survey inaccuracies are found on-site, a stop work order will be issued until revised plans are approved and processed based on accurate information.
2. ____ The City Arborist must inspect and approve the site before the issuance of a Certificate of Occupancy.
3. ____ A 2 - 4" layer of mulch will be required for all impacted existing trees. Mulch must be applied prior to start of construction. Mulch shall not be placed directly against tree trunks.
4. ____ All newly planted trees shall have visible root flares at finished grade. No circling roots shall be allowed on planted trees. The upper two rings of the wire basket, burlap, and strapping shall be cut and removed prior to backfill.
5. ____ All newly planted trees shall be equivalent in quality to a #1 grade or better. All trees of lesser quality shall be rejected by the City Arborist.
6. ____ NO TREE REMOVAL WILL BEGIN UNTIL THE INTIAL SITE INSPECTION IS APPROVED BY BUILDING INSPECTOR.
7. ____ NO TRENCHING ALLOWED IN SPECIMEN TREE SAVE AREAS UNLESS OTHERWISE APPROVED BY CITY ARBORIST.

THIS FORM AND SITE PLAN(S) SHALL MEET THE CITY CODE.