



**This Applies to: Developed Single Family Property and  
Properties Less than 2 Acres**

**FREQUENTLY ASKED QUESTIONS:**

***Do I need a permit to remove a tree from my property?***

\*A permit is not required to remove a tree if a minimum number of trees are maintained on the property and if property is not within a critical area.

***What is the minimum number of tree units I must maintain on my property?***

You are required to maintain:

- The equivalent of 30 planted tree units per acre, *or*
- One planted tree unit for every 1,500 square feet

Lot Size in Square Feet	Required Number of Planted Trees
0 - 1,500 sq. ft.	1 tree unit
1,501 - 3,000 sq. ft.	2 tree units
3,001 - 4,500 sq. ft.	3 tree units
4,501 - 6,000 sq. ft.	4 tree units
6,001 - 7,500 sq. ft.	5 tree units
7,501 - 9,000 sq. ft.	6 tree units

***Do I need a permit to remove a tree within the planting strip along the roadway?***

A permit is required to remove and replace street trees along the roadway.

*\*Contact the Community Planning and Development Department (360-753-8314) or the City Forester (360-753-8301) to determine if property is within a critical area.*

***How do I measure a tree?***

Measure the diameter of each tree at 4.5 feet above the ground. This is called the diameter at breast height (DBH) and it is measured in inches.

***Can I count my existing tree units toward this minimum?***

Yes. The following chart shows the value of existing trees in equivalent number of planted tree units:

Existing Tree Trunk Diameter	Equivalent Number of Planted Tree units
1-6"	1
6-12"	1 ½
14"	2
16"	3
18"	4
20"	5
22"	6
24"	7
26"	8
28"	9
30"	10
32"	11
34"	12

***If I am going to remove more trees than allowed, and drop below the minimum requirements, what do I do?***

You will need to obtain a tree removal permit. The permit is available at the reception counter at Community Planning and Development, 601 4th Avenue E. To apply for the permit you will need to do the following:

1. Prepare a Soil and Vegetation Plan for your property including the following information:
  - Show the outline of your property, and the approximate location of your house, driveway, street and any other improvements.
  - Show the approximate locations of trees and vegetation to be planted and/or saved.
  - Indicate the approximate size and species of trees and vegetation to be planted and/or saved.
2. The permit fee is \$50.00, payable by cash or check only.
3. Plant the required number of tree units to meet your minimum tree density.

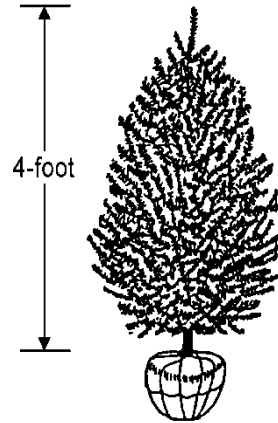
***Do I have to plant back any certain type of tree?***

Contact Community Planning and Development Department at 601 4<sup>th</sup> Avenue East for a suggested and prohibited list of trees. Contact Michelle Bentley, City Forester, at (360) 753-8301 or [mbentley@ci.olympia.wa.us](mailto:mbentley@ci.olympia.wa.us).

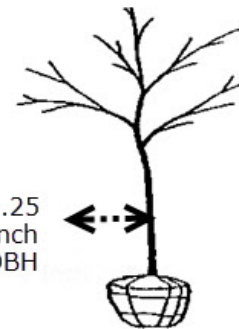
For residential property owners located within a Homeowners' Association, contact the Association President for CCRs Plat information to determine tree removal limitations.

***Is there a minimum size tree that I have to plant back?***

Yes. Trees to be planted must meet the following size specifications.



**EVERGREEN—4 FOOT TALL MINIMUM**



**DECIDUOUS 1.25 INCH CALIPER, BRANCHED**

□

This form has been approved for use by the Olympia Community Planning and Development (CPD) Department.

Keith Stahley, Director,  
Community Planning and Development

12/1/2016

Date