

## Tree Protection Check Off Sheet

To be in compliance with Section XVIIE of the Wellesley Zoning bylaw complete the following form in full.

Contractor Name \_\_\_\_\_ Job Address \_\_\_\_\_  
Zoning District (please circle) SRD10 SRD20 SRD30 SRD40 other \_\_\_\_\_  
Arborist Name \_\_\_\_\_ Certification # \_\_\_\_\_  
Phone # \_\_\_\_\_ email \_\_\_\_\_

PLEASE MAKE SURE ALL SECTIONS OF THE BYLAW THAT APPLY TO YOUR JOB ARE CHECKED OR THE BUILDING PERMIT WILL BE DENIED.

**If the Tree Bylaw applies, protected trees may be preserved and protected, removed and replaced with new trees, or removed and compensated with a contribution to the Tree Bank. The following materials are required:**

### Section 1- Base tree and mitigation plan

- Boundaries of the subject property, including all property lines, easements, and right-of ways of public and private ways;
- The location of all existing buildings, driveways, retaining walls and other improvements, with an indication of those features to be retained or removed/demolished;
- The location of all planned buildings, driveways, retaining walls and other improvements;
- The location of the Tree Yard for projects located in a Single Residence or General Residence District;
- The **location, height, DBH, and species of all existing Protected Trees** and all Protected Trees that were removed within twelve (12) months prior to application with an Indication of those Protected Trees to be removed and those to be retained, if applicable;

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- All plans must be drawn to a uniform scale (preferably 1" = 10', 1" = 20', or 1" = 30'). All plans **shall be a minimum size of 11" x 17"** (preferred) and a **maximum size of 24" x 36"**, with **3/4" borders**. Letter sizes on plans should be no smaller than 1/8".
  - All Tree Protection and Mitigation Plans **shall be prepared, stamped, dated and signed by a Registered Land Surveyor**. If a plan is submitted by a Registered Landscape

Architect, the plan must also be stamped by a **Registered Land Surveyor**.

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PLEASE CHECK WHICH COMPLIANCE THAT IS BEING CHOSEN FOR YOUR PROJECT. NOTE MULTIPLE CHOICES IS ACCEPTABLE.

- If Protected Trees that are intended to be **preserved and protected**, additional elements must be added to the Plan as outlined in A below.
  - If Protected Trees that are intended to be **removed and compensated for on site by replanting new trees**, additional elements must be added to the Plan as outlined in B below.
  - If Protected Trees that are intended to be **removed and compensated for with a contribution to the Tree Bank**, the procedures in C below must be followed.
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#### **A. Preserving and Protecting -Tree Retention Plan**

**The following plan and submittal requirements must be submitted when a Protected Tree is proposed to be retained.**

- The **Critical Root Zone, Drip-Line and location** of the Tree Save Area shall be shown for **all Protected Trees to be retained**.
- Submitted plans shall specify the tree protection measures to be installed.
- Prior to the commencement of construction, written documentation prepared, stamped, dated, and signed by a **Certified Arborist** must be submitted to the Building Department confirming the **Tree Save Area has been installed correctly and consistent with submitted plans**.
- For projects that encroach within the CRZ a maintenance plan shall be submitted for such trees and **shall be prepared, stamped, dated and signed by a Certified Arborist**; at a minimum, the maintenance plan shall identify the course of action that will be taken to maintain the tree in good health for a period of no less than twenty-four (24) months from the date of Final Inspection or issuance of Certificate of Occupancy.

## **B. Tree Replanting Plan – Tree Removal**

**The following plan and submittal requirements must be submitted for proposed trees to be planted to compensate for the removal of a Protected Tree.**

- The **location, caliper, species, and planting schedule of trees to be replanted** to mitigate the removal of a Protected Tree(s). One-half (0.5) inches of caliper of new trees is needed to mitigate 1 DBH inch of Protected Trees removed.

**When choosing the Replanting Option, remember the following:**

- Each new tree must have a minimum caliper of 2 inches.
- Applicants have the ability to plant on land abutting the applicant’s land, with the express written approval of the abutting property owner.
- Overstory Tree species, which are trees that will generally reach a mature height of greater than 40 feet, if removed, must be replaced with an Overstory Tree species.
- Replanting must be complete prior to Final Inspection or the issuance of a Certificate of Occupancy.

### **A. Bond Provisions**

If weather conditions prevent the installation of replacement trees, at least 30 days prior to Final Inspection the property owner may contact the Planning Department to post a bond in an amount equal to the cost of the replacement trees estimated by either a Landscape Architect or Certified Arborist. The Planning Department will hold bonds, in an interest bearing account, for no longer than 12 months. After 12 months, the bond shall be released to the Tree Bank as mitigation for the tree removal and the balance of the a alternative Tree Bank Contribution required shall be sent to the property owner for payment. After 30 days if the outstanding balance is not paid, the property owner shall be notified they have committed a zoning violation and may be fined up to \$300.00 a day until such time as the violation is mitigated.

The Planning Department may extend the bond for no more than 6 months from the original 12 month period.

### **B. Compliance**

Sign off on the Final Inspection for additions or issuance of a Certificate of Occupancy by the Building Department will serve as verification that all requirements of the Tree Bylaw have been met or have been assured.

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- Invasive tree species identified in Appendix A shall not be replanted to mitigate the removal of a Protected Tree.

**Appendix A- Invasive Trees**

**Per Section XVII.F.2.b.i.4, the following Invasive Tree Species, as determined by the Department of Public Works- Park & Tree Division, shall not be replanted to mitigate the removal of a Protected Tree.**

<i>Acer platanoides</i>	Norway Maple
<i>Acer pseudoplatanus</i>	Sycamore Maple
<i>Ailanthus altissima</i>	Tree-of-Heaven
<i>Phellodendron amurense</i>	Amur Cork-tree
<i>Robinia pseudoacacia</i>	Black Locust

**C. Tree Removal with Contribution to Tree Bank**

The Base Tree Protection and Mitigation Plan shall be required to inventory the number of Protected Trees to be removed and the associated contribution amount based on the total DBH inches to be removed. The Contribution Rate Schedule is attached as Appendix B.

Number of tree's that will be removed \_\_\_\_\_

Species\_\_\_\_\_ DBH\_\_\_\_\_

Total DBH\_\_\_\_\_inches

Total Contribution to Tree Bank \$\_\_\_\_\_

See Appendix B in the Rules and Regulations for the Contribution Rate Schedule

Contribution Rate Schedule	
20" Diameter at Breast Height (DBH) and Less	\$150 per inch
Greater than 20" DBH but no more than 75" DBH	\$150 per inches 10" - 20"; \$250 per inch thereafter
Greater than 75" DBH	\$150 per inches 10" - 20"; \$250 per inches greater than 20" to 75"; \$400 per inch thereafter