



TREE RETENTION/PLANTING PLAN SUBMITTAL REQUIREMENTS

Applications for all new developments, subdivisions, site redevelopments, or clearing and grading on sites two or more acres in size must be accompanied by a Tree Retention Plan (TRP). Applications that require a TRP include, but are not limited to, those for Design Review, Preliminary Plat, Short Plat, Site Development Permit, and Final Plat. The checklist below identifies elements and information that must appear on the TRP so that the City can determine if your project meets the City's tree retention and replacement requirements.

Tree Retention Plan (TRP)

The TRP shall include the following information:

- The location of any existing tree retained to meet canopy coverage requirements, with a unique identifying number for each tree and a unique symbol for each species.
- The location of any replacement trees planted to meet canopy coverage requirements, with a unique symbol for each species.
- Tree protection areas (TPAs) for all retained and replacement trees, with a unique symbol for TPA areas.

Note: A retained tree must have a TPA equal to 2/3 of its dripline, and a replacement tree must have a TPA with a seven-foot radius, measured from the point the tree is planted.

Note: In order to qualify for canopy coverage credit, planted and retained trees shall have TPAs that are

contained entirely inside the subject property boundaries and entirely outside the limits of clearing and grading.

- A legend of tree species and TPA symbols
- Details for handling, bedding, staking, topsoil, soil amendments, and mulching for planted trees
- The attached *Tree Protection Acknowledgment* on the face of the TRP

Tree Table for Retained Trees

The tree retention table shall include the following information:

- The identifying number for each retained tree
- The species of each tree
- Tree diameter
- Whether the tree is a landmark significant tree (LT), significant tree (ST), or other retained tree (OT).

Tree Table for Replacement Trees

The tree replacement table shall include the following information:

- A list all planted significant trees by botanical and common name
- The diameter of deciduous trees
- The height of coniferous trees
- The quantities of each species to be used
- Whether the trees are from List 1 or List 2 of MVMC18.40.130(J)(19)(a).

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Canopy Calculation Table

The tree canopy calculation table shall contain the following information:

- The gross area of the development site, exclusive of any area within a major overhead utility easement
- The square footage of required canopy coverage (equivalent to 10 percent of the gross development site; 15 percent if Landmark trees are cut)
- The number of landmark significant trees, significant trees, and other trees retained for canopy coverage
- The aggregate of canopy coverage area represented by each category of retained tree
- The number of replacement trees planted for canopy coverage
- The aggregate of canopy coverage area represented by replacement trees

TRP Notes

- The following statements shall appear on the face of the TRP:
 - “Work within Tree Protection Areas specifically authorized by approved construction plans shall be done separately from mechanized mass clearing and grading.”*
 - “Trees indicated on this property within Tree Protection Areas are to be preserved for environmental, aesthetic, and other purposes. No activities are allowed within the Tree Protection Area that could damage or harm the tree, such as storage of material, disposal of drainage, filling, or grading. Tree removal, site work, or landscaping resulting in the loss of a tree, is subject to fines and tree replacement requirements by order of the City of Maple Valley.”*

Pre-Construction Requirements

The following must be complete prior to issuance of the Site Development Permit:

- The contractor shall sign the *Tree Retention Acknowledgement* and return a copy of the Tree Retention Plan so signed, together with proof of signature, to the City.
- Submit a pre-construction arborist’s report on the viability of trees retained to meet tree canopy coverage requirements

Note: The arborist’s report is subject to peer review at the expense of the applicant by a qualified professional of the City’s choosing.
- If necessary, submit a revised TRP for approval based on the arborist’s pre-construction assessment and recommendations
- Fence all tree protection areas with orange plastic mesh fencing or approved equivalent
- Flag all trees to be retained for canopy coverage credit with orange flagging
- Schedule an on-site inspection with a City Planner to review tree protection measures

Post-Construction Requirements

The contractor/developer must complete the following prior to final building permit approval or final plat approval:

- Provide a post-construction arborist’s report on the viability of trees retained to meet tree canopy coverage requirements
- If necessary, submit a revised TRP for approval based on the arborist’s post-construction assessment and recommendations

Contact the Department of Public Works and Community Development at (425) 413-8800 with any questions.