



# Tree Removal Application Form

## Applicant Information

<b>Applicant's Name</b>	<b>Property Address</b> <span style="float:right; font-size: small;">Powder Springs, GA</span>
<b>Phone</b>	<b>Email</b>
<b>Owner's Name</b>	<b>Owner's Address</b> <span style="float:right; font-size: small;">Powder Springs, GA</span>
_____ Signature of Property Owner	_____ Printed Name of Property Owner
_____ Date	

## Tree Information

Species	Reason for Removal	Circumference of trunk at 4.5 feet above ground	DHB (circumference divided by 3.14)	*Specimen? (Y/N) <small>If YES, letter required from arborist documenting health of tree and reason for removal</small>	Tree Dead? (Y/N)	Stream on or near property? (Y/N)
1						
2						
3						
4						

**\*Specimen tree** defined by city as: DBH greater than 24 inches for hardwoods: oak, maple, hickory, poplar, ash, etc.  
DBH greater than 30 inches for softwoods: pine, cedar, spruce, etc.

How to measure Diameter at Breast Height (DBH)?  
Step 1: measure circumference of tree trunk at 4.5 feet above ground.  
Step 2: Divide circumference by 3.14 = DBH

## Documentation Required

- 1 A site plan showing location of the trees to be removed and location of the trees required to be planted \_\_\_\_\_
- 2 Photos of tree(s) to be removed \_\_\_\_\_
- 3 If tree to be removed is classified as a Specimen Tree, please provide letter from arborist stating the condition \_\_\_\_\_

## Signature

I understand the City of Powder Springs Tree Protection Ordinance requires I maintain canopy coverage consistent with city's Unified Development Code Article 5. I attest that the documentation and statements included in this application are true and correct. If any information is found to be false or misleading, the permit will be deemed invalid.

_____ Signature of Applicant	_____ Date
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## Official Use Only

_____ <b>Approved or Denied</b>	_____ Signature of Zoning Official	_____ Date
_____ Required Canopy Coverage	_____ Site Canopy Coverage	YES <input type="checkbox"/> NO <input type="checkbox"/> _____ Specimen Tree Removal



# Tree Removal

## Frequently Asked Questions

**Q** – Do I need a permit to remove less than 10 trees on my property?

**A** – A permit is not required, however you do need to ensure you have met the canopy coverage outlined below. If you are not able to determine the canopy coverage please fill out the application and supporting documentation and the City will be happy to assist you. There is no cost associated with this application. You are not permitted to remove trees required by zoning, trees located in a stream buffer or a floodplain.

Minimum Tree Canopy Coverage Required by Land Use	
Land Use	Minimum Tree Canopy Coverage Required (% of development site or lot)
Residential, Single-family attached or two-family	20%
Residential, multi-family	20%
Residential, fee simple townhouse	15%
Office or Institutional	20%
Commercial	15%
Industrial	10%
Mixed-use	20%

### Required Documents

1. Tree Removal Application.
2. A site plan showing location of the trees to be removed and location of the trees (s) to be replanted. Please indicate tree species.
3. Photos of tree/s to be removed.
4. If tree to be removed is a Specimen Tree, please provide letter from Arborist documenting the condition of tree and reason for removal.

**Q** – Do I need a permit to remove **more than 10 trees** on my property?

**A** – In removing more than 10 trees a land disturbance permit will be required. The cost will be \$150 the following documentation will be required:

### Required Documents

1. Tree Removal Application.
2. Land disturbance plan - plan showing trees to be removed and how erosion will be prevented.
3. Landscaping - plan showing tree replacement (canopy coverage must be met).
4. Photos of trees to be removed.
5. If tree/s to be removed are classified as a Specimen Tree, please provide letter from Arborist documenting the condition of tree and reason for removal.



## Tree Removal Frequently Asked Questions

**Q** – How do I know if the trees to be removed include a specimen tree?

**A** – The application provided shows the steps in determining if a tree is classified as a specimen tree.

**Q** – How long is the review process?

**A** – The review process may take 5 to 10 business days.

**Q** – What will happen if I do not meet the canopy requirement?

**A** – The applicant will be required to replant trees or add additional trees. Any other requirement by the City will be communicated to the applicant.

**Q** – How do I measure DBH?

**A** – **Step 1:** measure circumference of tree trunk at 4.5 feet above ground: With the measuring tape, measure 4.5 feet up the trunk of the tree from the ground. Wrap your string or pliable tape measure around the tree trunk at 4.5 feet. Measure the length of string (or take reading on pliable tape measure) to get the circumference of the tree.

**Step 2:** Divide the circumference by 3.14 = DBH

## Contact Information

**The Community Development Dept.**

4488 Pineview Drive

Powder Springs GA 30127.

[commdev@cityofpowdersprings.org](mailto:commdev@cityofpowdersprings.org)

770-934-1666

**Zoning Official**

Shauna Wilson-Edwards

Special Projects Coordinator for Zoning

[sedwards@cityofpowdersprings.org](mailto:sedwards@cityofpowdersprings.org)

770-943-8001 ext. 543

770-222-6935 FAX