



**PIERCE COUNTY PLANNING AND LAND SERVICES DEPARTMENT
FOREST PRACTICES**

Submittal Standards Number in each box indicates the number of copies required. See Instructions on Pages 2 & 3	PRE	HARVEST	Conversion Option Harvest Plan (COHP)	Hazard / Dangerous / Diseased (HDD) Tree Report Review	POST	HARVEST Removal of Development Moratorium	Received
	Class-IV General Forest Practices Permit TYPE A	Class-IV General Forest Practices Permit TYPE B			Single ** Family Dwelling Exception		
Letter of Authorization	1	1	1	1 <small>See Instructions</small>	1	1	
Right of Entry	1	n/a	1	1 <small>See Instructions</small>	1	1	
Vicinity Map	5	n/a	5	1	3	5	
Site Plan	5	3	5	n/a	3 ¹	5 ²	
Site Plan (8 1/2" x 11")	1	<small>See Instructions</small>	1	n/a	n/a	1	
Property Posting Required	YES	NO	YES	NO	NO	YES	
Environmental Checklist (SEPA Review)	5 <small>See Instructions</small>	n/a <small>See Instructions</small>	n/a	n/a	n/a	n/a	
Forest Practices Application Form (County or State DNR)	5 <small>County Class IV-G</small>	3 <small>County Class IV-G</small>	5 ³ <small>County COHP</small>	1 <small>County HDD</small>	3 ⁴ <small>Approved DNR</small>	5 ⁴ <small>Approved DNR</small>	
Hazard / Dangerous / Diseased Tree Report	n/a	n/a	n/a	1	n/a	n/a	
Application Review Fee*	\$500 ⁵ <small>Plus SEPA Review fee</small>	\$500	\$567 ⁶	\$300	\$1,000 ⁶	\$3,150 ⁶	

*Additional fees may be required for the review of any special studies or technical reports required by Pierce County.

**At least one (1) year must elapse from the date the forest practices permit or notification expires before an application may be submitted when logging permitted through a Washington State Department of Natural Resources (DNR) Class II or Class III permit. A minimum of two (2) years must elapse from date moratorium imposed by Pierce County before an application may be submitted when logging unpermitted.

- 1) Site Plan must show area(s) logged on parcel and must indicate area subject to request (Area must be whole and undivided and may not exceed 2 acres in size).
- 2) Site plan must show approximate boundaries of area(s) logged in relation to parcel boundaries.
- 3) Application must also include a written narrative describing: objectives of timber harvest; relationship of harvest to future development of the site; built and natural features; measures to be taken to preserve and protect critical areas; harvest method; and expected dates of commencement and completion.
- 4) Required if a Forest Practices Permit (Class II or Class III) was issued by the DNR in association with the forest practice activities that resulted in the development moratorium. If moratorium was imposed by Pierce County when logging unpermitted, copy of approved DNR Forest Practices Application is required.
- 5) **SEPA Review Fees:**
 One parcel – Single SEPA review fee (\$500).
 Multiple contiguous parcels – Single SEPA application and review fee required for all parcels (\$500).
 Multiple non-contiguous parcels – Separate SEPA application and review fee required for each parcel(s).
- 6) A separate application and fee must be submitted for each parcel, regardless of whether they are contiguous.

TYPE A – Project has not previously undergone environmental review and no SEPA review application has yet been submitted.
TYPE B – Project is undergoing, or has already undergone, environmental review.

See reverse side for submittal standard instructions.

Signature of Planner, *application complete*

Date _____

Forest Practices Submittal Standard Instructions

Letter of Authorization: The landowner must provide a signed letter of authorization for the applicant/agent in the event the applicant/agent is not the landowner. Letter may be typed or printed in ink and must have signature of landowner.

*Letter of Authorization for review of a HDD tree report where the trees are in a tract owned by a Homeowner's Association (HOA) must be signed by the president of the HOA or a legal representative.

Right of Entry Agreement: Must be signed and notarized prior to submittal of application.

*Right of Entry Agreement for review of a HDD tree report where the trees are in a tract owned by a Homeowner's Association (HOA) must be signed by the president of the HOA or a legal representative.

Vicinity Map: Should show location of project site in relation to surrounding area, including access road(s) to project site. The vicinity map can be included on the site plan.

Site Plan: Site plan must be drawn to scale and show North arrow. In addition, all Class IV-General and COHP applications must include a site plan containing the following information, as applicable:

- Harvest boundaries and tree retention areas;
- The approximate location of any existing structures;
- The location of all existing and proposed streets, rights-of-way and easements; skid roads, and haul roads.
- The location of all landings within the proposal (for COHP applications only);
- The location of future land development including stormwater management facilities, and vegetation to be retained for site landscaping, open space, wildlife habitat, screening, and/or buffers;
- Critical areas and critical area buffers regulated pursuant to Title 18E – Critical Areas, if known;
- Streams and culverts, if known; and
- North arrow and scale must be shown on all site plans. The scale must be no smaller than one inch to 200 feet.

Site Plan 8 ½" x 11": Required for written Notice of Application (NOA) which is sent to adjacent property owners by Pierce County to inform them of this application. Required for all Type A applications. Not required for Type B applications EXCEPT where an NOA was not previously distributed in association with the underlying development/project. The NOA requires a minimum 28-day review and comment period.

Property Posting: Per Title 18 Development Regulations – General Provision, Section 18.80.040 "Notice shall be posted by the applicant on the subject property in accordance with specifications provided by the Department. In accordance with Department property posting requirements, applicants shall submit affidavits of posting to the Department within 28 days from the filing of a complete application. This does not apply to Single-Family Dwelling Exception applications which do not require a NOA or posting.

Environmental Checklist: Environmental (SEPA) review is required for all Class IV-General Forest Practices Permit applications in accordance with the State Environmental Policy Act (SEPA). In many instances, however, environmental review of the overall development/project has

already taken place, or is underway. In these instances, an additional environmental review for the logging is not required. Pierce County has created two Types of permit submittal requirements (Type A and Type B) based on these two scenarios.

Class IV-General Forest Practices Permit Application

Type A

The proposed development/project has not undergone environmental (SEPA) review and is not currently undergoing environmental review. You must complete an Environmental Checklist and submit the appropriate number of copies with an associated \$500 SEPA Review application review fee (this is in addition to the \$500 Class IV-General Permit Application review fee) for all Type A Class IV-General Forest Practices permit applications. A copy of a blank Environmental Checklist is available at the Planning & Land Services Department, the Development Center, and on the PALS Website (www.piercecountywa.org/pals) under Permits.

Type B

The proposed development/project, including the proposed logging, is currently undergoing environmental (SEPA) review, or has already undergone environmental review and a DNS or MDNS issued. Typical examples of projects where environmental review has already been performed include: Preliminary Plat; Short Plat, Large Lot Division, and Commercial Development.

It will be necessary to provide a copy of either the current environmental checklist application or the SEPA threshold determination (DNS or MDNS) at the time of submittal for all TYPE B Class IV-General Forest Practices Permit applications. You must also submit a \$500 Class IV-General Permit Application review fee.

Forest Practices Application Form

Hazard/Dangerous/Diseased Tree Review Report: You must submit a (1) completed copy of a Hazard/Dangerous/Diseased Tree Report Review application.

Class IV-General Forest Practices Application – Permit Type A or B: You must complete a Class IV-General Forest Practices Permit Application and submit the appropriate number of copies with an associated \$500 Class IV-General Permit Application review fee.

Conversion Option Harvest Plan (COHP): You must submit a completed copy of a Conversion Option Harvest Plan Application form.

Single Family Dwelling Exception: You must submit a copy of an approved Washington State DNR Forest Practices Application, if one was issued, in association with the forest practices that resulted in the development moratorium. A copy of an approved Forest Practices Application is not required if development moratorium was imposed by Pierce County for unpermitted logging.

Request for Removal of Development Moratorium: You must submit a copy of an approved Washington State DNR Forest Practices Application, if one was issued in association with the forest practices that resulted in the development moratorium. A copy of an approved Forest Practices Application is not required if the development moratorium was imposed by Pierce County for unpermitted logging.



TITLE 18H DEVELOPMENT REGULATIONS

FOREST PRACTICES

Application General Requirements and Review Criteria

FOREST PRACTICES APPROVALS

CLASS IV-GENERAL FOREST PRACTICES PERMIT APPLICATION

A Class IV-General forest practices permit is required for those forest practices, other than Class I, occurring on lands within Urban Growth Areas (UGA), on lands platted or short platted after January 1, 1960, or on lands which are being converted to a use other than commercial timber production.

General Requirements

1. An application for a Class IV-General approval shall be submitted concurrent with an application for a site development permit, if one is required, and prior to conducting forest practices on the project site.
2. A Class IV-General approval will not be issued until any pending development permit applications that are associated with the site have been approved.
3. Where an interlocal agreement regarding tree preservation has been entered into between a city or town and Pierce County, the city's or town's tree preservation standards shall be applied to forest practices occurring within their designated urban growth area or urban service area, if those standards are more restrictive.
4. Class IV-General forest practices shall comply with all applicable provisions of the Pierce County Code, including Chapter 18H.40 of this Title, and RCW 76.09.
5. Class IV-General forest practices shall comply with any conditions of approval established through the associated development permit or approval.
6. Class IV-General forest practices conducted on vacant land that are not associated with an application for land division or subdivision, use permit, commercial building permit, or single- or two-family residential building permit shall be limited to the removal of not more than 35 percent of the total volume of trees throughout the gross area of the site during any six-year period. For the purposes of this Section, parcels developed solely with accessory structures such as storage buildings or other similar structures shall be considered to be vacant.

Application Review Requirements

The following items must be completed before a Class IV-General forest practices permit application may be approved:

- ✓ A Notice of Application (NOA) must be provided to surrounding landowners. This is prepared and distributed by Pierce County. The NOA provides a 28 day review and comment period;

- ✓ The property must be posted by the landowner/applicant with a Pierce County Public Notice Sign within 14 days of filing application. (The sign is yellow, measuring 1-1/2- by 2 feet, and is purchased at the Pierce County Planning and Land Services Department Development Center for \$4.35.) The sign must remain posted until the NOA comment period has expired;
- ✓ A Tree Conservation Affidavit must be submitted for property which is subject to a previously approved Tree Conservation Plan;
- ✓ The proposed forest practices activities must undergo an environmental review by Pierce County, in accordance with the State Environmental Policy Act (SEPA). An environmental determination (DNS, MDNS), which concludes the environmental review process, will not be issued until any and all studies required by Title 18E, Critical Areas (wetlands, streams, wildlife habitat) have been reviewed and approved;
- ✓ A site development permit addressing clearing, or written documentation that a Site Development permit is not required must be issued by Pierce County. *No more than 35% of the volume of merchantable timber may be harvested when the proposed clearing and forest practices are not associated with an application for land division or subdivision, use permit, commercial building permit, or single- or two-family residential building permit. The 35% percent cap no longer applies when the appropriate development permit application(s) has been submitted; and
- ✓ Any pending development permit application, such as a preliminary plat, short plat, use permit, commercial building permit, or single or two-family residential building permit that is associated with the project must be approved/issued.

CONVERSION OPTION HARVEST PLAN (COHP)

A Conversion Option Harvest Plan (COHP) is a voluntary plan developed in conjunction with a Class II or III forest practices operation that is designed to preserve the forest landowners' option to convert that forestland to a non-commercial forest use, as well as exempt the forest landowner from the six-year development moratorium associated with Class II and III forest practices. A COHP application must comply with all applicable Pierce County Codes, including, but not limited to Title 18E, Development Regulations – Critical Areas (Wetland, Fish and Wildlife Habitat Areas, Landslide Hazard Areas, and Erosion Hazard Areas).

Review Criteria: (Section 18H.20.030)

1. A COHP shall include a narrative description of the objectives of the timber harvest, relationship of the harvest to future development of the site, built and natural features present at the site, measures to be taken to preserve and protect critical areas, harvest method, including type of equipment to be used, and the expected dates of commencement, and completion of all harvest activity.
2. The COHP shall be submitted prior to application for development and/or conducting forest practices on the project site.
3. Upon approval of a COHP, a memorandum of agreement between the applicant and the County shall be recorded with the Pierce County Auditor.

4. The COHP shall be approved by the Department prior to the submittal of the associated forest practices permit to the DNR.
5. The approval of a COHP shall not release a landowner from the requirement to reforest a site pursuant to WAC 222-34.
6. The COHP shall comply with all applicable standards and provisions of the Pierce County Code and RCW 76.09.
7. The COHP shall result in the removal of not more than 70 percent of the total volume of trees throughout the gross area of the parcel. Retained trees shall consist of timber that is equivalent to the average size, species, and age of the harvested trees. Trees should be selected for retention based upon a consideration of windthrow potential, wildlife value, aesthetics, and compatibility with future development. Narrow strips of trees along a parcels perimeter boundary should be avoided due to windthrow potential.
8. Trees proposed for retention. Trees proposed for retention must meet the following minimum standards:
 - a. Must have a post-development life expectancy of greater than 10 years;
 - b. Must have a relatively sound and solid trunk with no extensive decay or hollow and no significant trunk damage;
 - c. Must have no major insect or pathological problem;
 - d. Must have no significant crown damage;
 - e. Must be fully branched and generally proportional in height and breadth for the tree age;
 - f. Individual trees and groupings of trees proposed for retention must be windfirm in their post logging state; and
 - g. At a minimum, 30 percent of significant Garry (Oregon White) Oak and 10 percent of all other significant trees, as identified in Table 18H.40.040, shall be retained.

DEVELOPMENT MORATORIA

A development moratorium prohibits Pierce County from accepting permit applications for the development of land (i.e. building permit, site development permit, formal subdivision, short plat, large lot division, Conditional Use Permit, and Site Plan Review). The development moratorium lasts for a period of six years or until a request to remove or waive the moratorium is approved by Pierce County. A six-year development moratorium is imposed on a parcel as a result of one of two actions:

1. Approval by the DNR of a Class II or Class III forest practices permit where no associated Conversion Option Harvest Plan (COHP) has been approved by Pierce County. The development moratorium extends to the harvest area indicated in the forest practices permit;
2. Activity meeting the definition of a Class II, III, or IV-General forest practice occurs on a parcel without an approved Class II, III, or IV-General forest practices permit. The development moratorium extends to the entire parcel.

Title 18H, Forest Practices provides two avenues for seeking relief from a development moratorium:

REQUEST FOR REMOVAL OF DEVELOPMENT MORATORIA

Used to lift development moratorium from entire parcel. Public hearing and Hearing Examiner approval required.

Review Criteria: (Section 18H.30.040)

1. The forest practices conducted on the site meet the standards set forth in subsection 18H.10.080.
2. Corrective actions are implemented which would bring the forest practices into compliance with this Title.
3. If critical areas or critical area buffers have been damaged, the critical areas and buffers shall be restored as required by Title 18E. Additionally, the Examiner may impose increased critical area buffer standards together with additional requirements to mitigate the damage beyond that specified in Title 18E when it is determined that such additional action is necessary to adequately address the damage caused by the forest practice activity.
4. The entire harvest area shall be reforested, if required pursuant to WAC 222-34, when the moratorium was imposed as a result of permitted harvesting.
5. The entire harvest area shall be reforested pursuant to WAC 222-34 when the moratorium was imposed under Subsection 18H.30.020.B.5.

REQUEST FOR SINGLE-FAMILY DWELLING EXCEPTION

Used to allow development of a single-family residence and accessory structures/uses on an undivided area up to 2 acres in size. Development moratorium remains in effect on remainder of parcel until it expires.

Review Criteria: (Section 18H.30.050)

1. The construction of the single-family dwelling, lawn and landscaping area, accessory structures, and access road are in compliance with all applicable County regulations;
2. The landowner mitigates any damage to critical areas resulting from the forest practices in accordance with the requirements set forth in Title 18E. The mitigation requirement shall apply to the entire parcel, including those areas outside of the maximum two acre exception area set forth in the request;
3. Reforestation of the parcel has occurred (if required pursuant to WAC 222-34) when the moratorium was imposed as a result of permitted harvesting. Reforestation shall not be required in the area subject to the Single-Family Dwelling Exception application.
4. The harvest area, excepting the area subject to the Single-Family Dwelling Exception application, shall be reforested pursuant to WAC 222-34 when the moratorium was imposed under Subsection 18H.030.020.B.5.

**Right of Entry Agreement to Allow
County Representatives Entry to Perform
Inspections, Monitoring, Corrective Actions, and Construction**
(Individual and Representative)

Grantor and Grantee: For purposes of this Agreement and for indexing by the Pierce County Auditor as required by R.C.W. Ch. 65.04, the parties to this agreement are _____, **Grantor(s)**, and Pierce County, **Grantee**.

Legal Description of Property: (Note: include abbreviated legal description if complete legal will not fit here and reference to where complete legal can be found.)

Assessor Parcel No(s): _____

A. Recitals

1. Grantor is the owner of certain real property in Pierce County, Washington, described above and referred to in this agreement as "the subject property".
2. Grantor is applying for: _____.
Permit(s)/approval(s) associated with the development of a proposed project on the subject property. The permit numbers are: _____

3. Grantor acknowledges that there may be additional permits/approvals required prior to completion of the proposed project such as but not limited to: site development permits, final plat approval, wetland permits, etc. Grantor acknowledges that this right of entry agreement applies to all permits/approvals related to the proposed project even if the permits/approvals occur after the execution of this agreement.
4. In conjunction with the Grantor's proposed project referenced in Section A.2 above, the Grantor agrees to allow Pierce County personnel and its representative's access in accordance with Section B below.

B. Access

1. Grantor hereby grants to Pierce County Personnel and its representatives access to the subject property for the purpose of inspection and monitoring.
2. Grantor further grants to Pierce County personnel and its representatives access to the subject property for the purpose of completing requirements that have been financially guaranteed, such as but not limited to: site stabilization, completion of road and storm drainage construction, completion of conditions of approval, completion of mitigation measures, installation of wetland mitigation, correcting defective work, correcting defective facilities, etc.
3. Nothing in this agreement grants Pierce County the right to enter into any structure without the express consent of the property owner(s) or resident(s).

C. Life of Agreement

This agreement is temporary. It shall commence on the date of signing of this agreement and shall expire automatically when the County deems that all necessary conditions of approval, permit requirements, ordinance requirements, financial guarantee requirements, monitoring periods, and mitigation measures have been fulfilled and the proposed project referenced in Section A.2. has been completed.

D. Successors and Assigns

This agreement is intended to protect the value and desirability of the subject property and to benefit all citizens of Pierce County. It shall run with the land and during the life of the agreement be binding on all parties having or acquiring any right, title, interest, or any part thereof, of the subject property, including the grantor, heirs, successors and assigns. This agreement shall inure to the benefit of each present or future successor in interest of the subject property or any part thereof, or interest therein, and to the benefit of the citizens of Pierce County.

Dated this _____ day of _____, 20____.

_____ Signature	_____ Signature	_____ Signature
_____ Address	_____ Address	_____ Address
_____ City, State, Zip	_____ City, State, Zip	_____ City, State, Zip

STATE OF WASHINGTON)
)
County of Pierce)
Individual

I certify that I know or have satisfactory evidence that _____
is/are the person(s) who appeared before me, and that said person(s) acknowledged that
he/she/they signed this instrument and acknowledged it to be his/her/their free and voluntary act
for the uses and purposes mentioned in the instrument.

Or

Representative

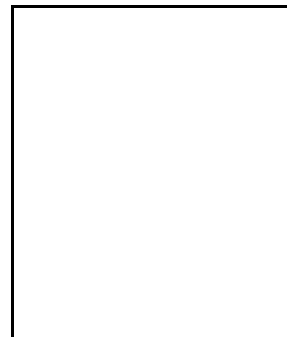
I certify that I know or have satisfactory evidence that _____ is/are the
person(s) who appeared before me, and that said person(s) acknowledged that he/she/they signed
this instrument, on oath stated that he/she was authorized to execute the instrument and
acknowledged it as the _____ of _____ to be the free
and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated this _____ day of _____, 20_____.

Signature

Print Name

Title



My Appointment Expires: _____