

# TREE REMOVAL PERMIT APPLICATION

## TOWN OF APEX DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

**Fee: \$100.00** Amount Paid: \_\_\_\_\_ Submittal Date: \_\_\_\_\_

The following **must** be submitted to the Planning Department to begin the review cycle:

- One (1) complete set of 11" X 17" plans (which include existing conditions plan sheet and tree removal plan sheet)
- One (1) copy of this application
- Submittal Fee

### **Applicant information:**

- 1. Owner or Developer** \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_  
Signature \_\_\_\_\_
- 2. Plans prepared by** \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_  
Signature \_\_\_\_\_
- 3. Tree removal company** \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_
- 4. Project information:**
- 5. Location** \_\_\_\_\_
- 6. Property PIN** \_\_\_\_\_
- 7. Acreage** \_\_\_\_\_ **Zoning** \_\_\_\_\_
8. Is the site in the Apex corporate limits?  Yes  No Extraterritorial jurisdiction?  Yes  No
9. Is the site in the Primary or Secondary Watershed Protection Overlay District?  Yes  No
10. Does the site contain a FEMA designated 100-year floodplain?  Yes  No
11. Does the site have an historic structure on it?  Yes  No

# TREE REMOVAL PERMIT APPLICATION

## EXISTING CONDITIONS PLAN

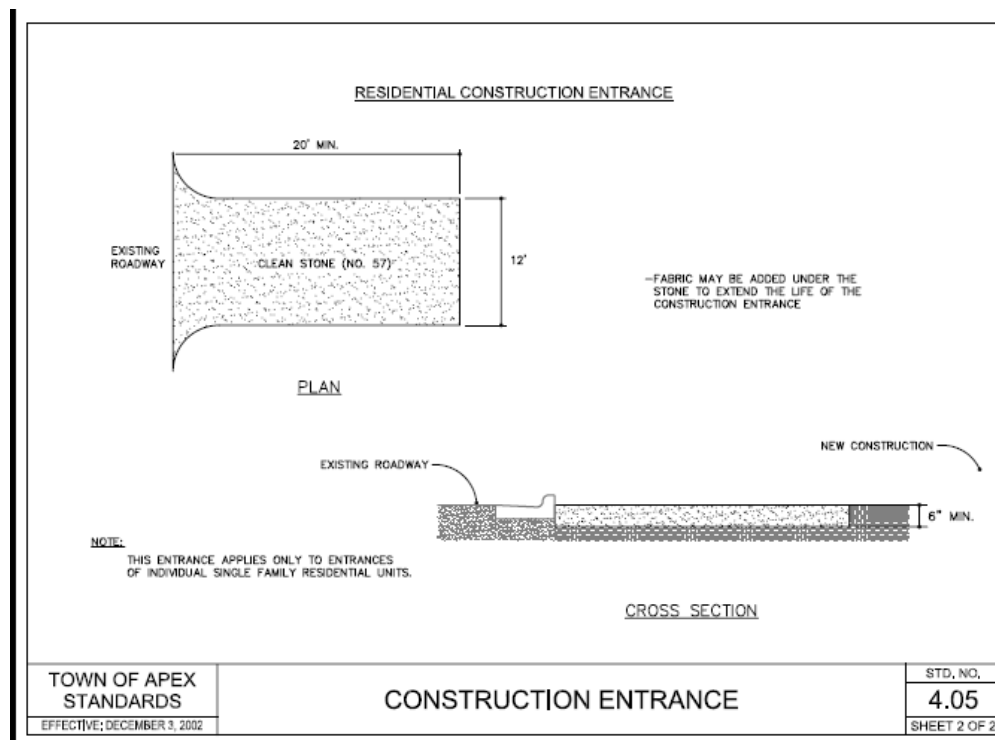
Show existing site features on the proposed site and the area within a 50' perimeter of the site.

- Vicinity map showing the location of the property and adjacent streets within a maximum of a ½ mile radius (Wake County iMAPS is acceptable).
- Provide tree survey locating all trees 8" caliper and larger on site (aerial photograph which shows property lines is acceptable).
- Show riparian buffers as indicated on latest version of USDA Soil Survey and/or USGS Topographic Map (50' buffer on each side of all intermittent streams and 100' buffer on each side of all perennial streams). For more information about riparian buffers please visit our website at <http://www.apexnc.org/depts/pw/riparianBuffer.cfm>.
- Show location of the 100 year floodplain and 100 year floodway based upon the FIRM maps, the FEMA detailed study, and field measurements (if applicable). If not applicable, certify that there is no FEMA floodplain on the subject property by giving FIRM map # and date.

## TREE REMOVAL PLAN

Please note:

- The grubbing or removal of stumps is prohibited (any proposed grading will require a full site plan to be submitted and approved).**
  - The burning of debris is prohibited.**
  - The burial of trees, limbs, and debris on site is prohibited.**
- Provide boundaries of the site in metes and bounds (recorded survey is acceptable).
  - Identify which existing trees will be saved and which will be removed.
  - Indicate location of protective fencing or flagging. Fencing must be 1 foot away from the tree trunk for every 1 inch caliper of the tree.
  - Location and type of soil and erosion control measures for access roads (e.g. stone construction entrance shown below).



**TREE REMOVAL PERMIT APPLICATION**

**Planning Approval**

This plan has been reviewed by Town of Apex staff and to the best of our knowledge and belief, meets the Town of Apex Unified Development Ordinance and does not increase any existing non-conformity. This signature does not constitute a variance from any requirements of an originally approved subdivision or site plan, or any federal, state or local code, law, specification, rule, guideline, or ordinance, such as but not limited to grading and building permits. It is the sole responsibility of the owner/developer, or any of his agents or contract professionals to ensure that this plan meets all the aforementioned requirements.

\_\_\_\_\_  
Planning Signature

\_\_\_\_\_  
Date

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  **No Conditions Noted**

The applicant will sign below after Planning Staff approval which acknowledges receipt of Town Staff conditions (if any).

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**TOWN STAFF CHECKLIST**

- Zoning Compliance**
- Public Works, Environmental Programs**