



## Greater Bemidji Area Joint Planning Board

City of Bemidji Northern Township

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### **TREE REMOVAL AND PRESERVATION** **PLAN HAND OUT**

#### GREATER BEMIDJI AREA JOINT PLANNING TREE REPLACEMENT AND PRESERVATION FACT SHEET

This is an outline of the requirements for compliance with the Tree Preservation Ordinance. Please refer to the complete Ordinance for specific requirements.

#### **WHEN IS A TREE PERMIT and APPLICATION FOR TREE REMOVAL AND PRESERVATION REQUIRED?**

- Any site plan review, grading permit, minor subdivision or plat where “Tree Removal” is proposed. Tree Removal is defined as: “any excavating, grading, clearing, filling or other earth change or any cutting, which may result in removal or killing more than 10% of the Significant Tree caliper inches on any land within any period of five years.”
- Exclusions-The provisions of this ordinance shall not apply to a commercial nursery in the business of growing and selling trees, or an active tree farm or commercial forest, if managed under a forest stewardship plan. Persons who own and occupy or intend to occupy their own single-family lot or two-family lot shall also be excluded; and the following zoning districts: C-conservation, R1-rural, R2-suburban residential.

#### **WHAT NEEDS TO BE SHOWN ON THE TREE PRESERVATION PLAN?**

The Plan must show the proposed use and limits of the area that will be affected by any construction or grading. Within those limits the following information must be shown:

- **Buildings, etc.:** The location of existing and proposed buildings, roads, utilities and easements, public parks and open spaces, lots and blocks, water bodies and wetlands, proposed building pads, equipment, and material storage areas.

- Topographic Map of Site: Existing and proposed grading must be indicated by 2 foot contours.
- Tree Inventory: The location on the land of all existing Significant Trees. This should be accompanied by a tabular inventory indicating tag number, species, condition, and diameter size. Identify Significant Trees that will be lost due to the proposed activities.
- Tree Protection: The Plan must show what will be done to protect existing trees during construction. Trees designated for preservation shall be protected by a snow fence or other means acceptable to the city. The protective measures must protect the entire Critical Root Zone of the trees, unless more protection is warranted due to the proximity of a structure, road or similar obstruction to be part of the development in which case at least 55% of the Critical Root Zone of the tree must be protected.
- Tree Replacement: If trees are removed, the property owner may be required to plant new trees. The Plan must show the location, number, type and size of Replacement Trees required to be replaced pursuant to this Chapter (15) and the schedule for completion.

#### WHO CAN PREPARE A TREE PRESERVATION PLAN?

Tree preservation plans can be prepared by a certified forester, landscape architect, other knowledgeable person. A list of qualified professionals is available at City Hall.

#### SUBMITTAL REQUIREMENTS

For any project that requires a Tree Preservation Plan, the following must be submitted to the City of Bemidji, 317 4<sup>th</sup> St. NW, Bemidji, MN 56601 or Northern Township, 445 Town Hall Rd NW, Bemidji, MN 56601.

- Application Form and Fee: An “Application for Tree Removal and Replacement” must be completed. For projects that require Site Plan Review, the standard fee for the Site Plan Review includes the cost of reviewing the Tree Preservation Plan. For all other projects, the fee for reviewing the Tree Preservation Plan shall be set by City Ordinance.
- Tree Preservation Plan: Two copies of the Tree Preservation Plan must be submitted with the application.

## PRESERVING EXISTING TREES

- Site planning to avoid trees: An inventory of existing trees must be done. Buildings, driveways and other pavement, structures, etc. should be located to avoid large trees as much as possible. Grading should minimize cut and fill over tree roots.
- Protecting trees during construction: Trees that will be preserved must be protected from damage during construction. The most common method is installing construction fence around the trees that will be saved. Construction fence should be installed at the drip line of the tree or as close to the drip line as possible.

## PLANTING REPLACEMENT TREES

While development designs should save as many trees as possible, it is recognized that some trees may have to be removed. Trees removed for development or reasonably anticipated to be lost due to development must be replaced by planting that number of trees (“Replacement Trees”) determined in accordance with the Tree Replacement Table. Replacement Trees shall be planted not more than 14 months from the date of issuance of the permit or by such other time allowed by the city. See Ordinance for specific requirements.

## SECURITY AGREEMENT and COMPLIANCE

- Initial Development and New Subdivisions: The applicant, prior to the approval of, or issuance of a permit for any activity in connection with which trees are required to be replaced shall enter into a written agreement with the City requiring the Applicant to comply with the provisions and conditions imposed in connection with any such approval or issuance of a permit and may be required to provide security for the performance of its obligations.
- Failure to Obtain Permit: shall cause to deny issuance of a building permit, prohibit continuation of any construction on the property, connection or extension of any utilities on the property or on any adjacent streets, issuance of a Certificate of Occupancy and to require remedial action in accordance with the Ordinance.

## FINAL TREE INSPECTION

Upon completion, property owner must request inspection by the city and approval of the completed work. City Staff or their designee will review the site and determine whether the developer has complied with City Ordinances.