

URBAN FORESTRY PERMIT REQUIREMENTS

Use this document to help you identify what you need to submit as part of your Urban Forestry Permit application package. Please review the “Job Details” column and **CHECK ALL THAT APPLY**.

	Job Details	Document(s) Required	Estimated Processing Time	Cost ¹
<input type="checkbox"/>	Planting street trees required as part of an already permitted Street Improvement Project (SIP)	None	NA	NA
<input type="checkbox"/>	Minor pruning of street tree branches or roots less than 2" in diameter and comprising less than 15% of foliage-bearing area	No Urban Forestry permit required. Other permits may be required (see below)	NA	NA
<input type="checkbox"/>	Performing <ul style="list-style-type: none"> • a street tree removal, • a street tree planting, • major pruning of street tree branches or roots greater than 2" diameter, or • major pruning comprising more than 15% of foliage-bearing area 	Urban Forestry permit application Site plan Pruning plan if pruning	20 business days	Free
<input type="checkbox"/>	Work is on an arterial street and will take more than 2 hours per day	Construction Use permit application ² Traffic Control Plan Pedestrian Mobility form	20 business days	\$599 + street use fees \$98 review fee Free
<input type="checkbox"/>	Work is on a non-arterial street and will take more than 8 hours per day	Construction Use permit application ² Pedestrian Mobility form	5 business days	\$599 + street use fees Free
<input type="checkbox"/>	Work is in Hub Area or High Impact Area downtown	Traffic Control Plan Contact hub coordinator via phone or email with proposed work dates and hours. Contact 3 weeks prior to proposed dates.	20 business days	\$98 review fee Free

¹Costs accurate as of March 2016. Permit fees available at www.seattle.gov/transportation/docs/stuse/SDOT_Street_Use_Permit_Fee_Schedule.pdf

²\$599 is base fee for Construction Use permit application. Additional fees are based on project size.

Submit completed application package to seattle.trees@seattle.gov or at the Permit Services Counter on the 23rd floor of Seattle Municipal Tower.

Questions?

Please call (206) 684-TREE (8733) or email Seattle.Trees@seattle.gov.



Seattle
Department of
Transportation

Permit Resources

Identifying arterial streets - seattlecitygis.maps.arcgis.com/apps/webappviewer/index.html?id=dfeed51c66334b10a82e7a23dc42086f

Hub Areas map and contacts - www.seattle.gov/transportation/projects-and-programs/programs/project-and-construction-coordination-office/construction-hub-coordination

High Impact Area downtown - Defined as Mercer St. to the north, S. Spokane Street to the south, Interstate 5 to the east, and Elliott Bay to the west

Urban Forestry permits and resources - www.seattle.gov/transportation/treeplantapp.htm

Site plan templates - www.seattle.gov/transportation/stuse_forms.htm

Construction Use permit application - www.seattle.gov/Documents/Departments/SDOT/Services/Permits/ConstructionApplicationFormFILL.pdf

Traffic Control Plan resources - www.seattle.gov/Documents/Departments/SDOT/CAMs/cam2111.pdf

SDOT Traffic Control Manual - www.seattle.gov/transportation/document-library/manuals/traffic-control-manual

Pedestrian Mobility form - www.seattle.gov/Documents/Departments/SDOT/Services/Permits/TemplatesAndChecklists/PedChecklist.pdf

SDOT “Getting a Permit” web page - www.seattle.gov/transportation/permits-and-services/permits

This document is for planning purposes only. Final determination of permit needs and fees will be assessed for each project by SDOT.