



Instructions: Check required items. Save completed checklist for uploading into ProjectDox.

Site Address: \_\_\_\_\_

Check if Submitted	Items Required to be Submitted for Plan Approval
	<b>Forestry Division (952-826-0308) Review Items</b>
	<p>I. Tree Protection Plan Sec. 10-82 required per <a href="#">Ordinance No. 2022-10</a>.</p> <ol style="list-style-type: none"> <li>a. Required for all City of Edina driving permits that include: Grading permits, demolition permits; subdivisions applications; building permit applications for principal and accessory structures including a garage, deck or a pool; and additions to principal and accessory structures.</li> <li>b. Permit applications must include a tree protection plan indicating where Protected, Heritage, Preserved, and Transplanted Trees are located, their tree ID #, species, Diameter at Breast Height (dbh) or Height and protection method(s). This existing tree location details can be on an actual survey, added to an existing survey, or a site plan. Design professional preferred, not required.</li> <li>c. Protected Tree: Any removed tree that is structurally sound and healthy, and that meets one of the following: i. a deciduous tree that is at least 5 inches dbh, except box elders, poplar, willow, silver maple, black locust, fruit tree species, ash, and mulberry. ii. a coniferous tree that is at least 15 feet in height.</li> <li>d. Heritage Tree: Any removed protected deciduous tree above 30 inches dbh or protected coniferous tree taller than 30 feet.</li> <li>e. Preserved Tree: This designation indicates all trees that will remain as-is on site and will be preserved and protected during construction using various tree protection methods.</li> <li>f. Transplanted Tree: A protected tree which is removed from a lot and replanted to another private lot or a public space in Edina. Any tree transplanted on-site shall not be counted as a protected tree or heritage tree under this section and therefore does not require replacement under this section, provided it is viable at 36 months after the permit's final inspection per Part 12, of Ordinance 2022-10.</li> <li>g. Removable Tree: Any tree not defined as a Protected Tree, and as defined as an invasive species by the Minnesota Department of Natural Resources.</li> <li>h. "Certificate of Occupancy" in Sec 10-82 is interpreted as: A final date is entered into the Building permit that required a Residential Tree Protection permit.</li> <li>i. ***NOTE: Previous 5 foot and ten-foot rule of removed trees is NO LONGER part of the current Residential Tree Protection ordinance.***</li> <li>j. Identify any trees removed within the last year. Provide all details on Existing Tree list.</li> <li>k. Completed <a href="#">Tree Protection Plan Escrow Worksheet</a> or similar.</li> <li>l. Show required escrow amount for all Protected and Heritage trees to be removed from the site.</li> <li>m. Proposed Tree Replacement plan. This must show all replacements for any removed Protected or Heritage Trees. The locations, species, and sizes of all replacement tree(s) based on lot size per Table 11.</li> <li>n. Financial Guarantee per Part 12 of Ordinance 2022-10 for Tree Protection Escrow Refunds. First 50% less fees at driving permit(s) Final date(s). Remainder at 36-month review, less fees.</li> </ol>

	o. <b>***NEW***</b> 36 months after issuance of Certificate of Occupancy, an applicant must submit a landscape review by a certified arborist, indicating planted and preserved trees are still healthy. If any trees are found to be unhealthy, the certified arborist can replace these trees onsite and the balance of the financial guarantee (50% of financial guarantee net of fees in Part a) are released at this time. If the applicant does not opt to replace trees onsite, these fees are considered owed to the City and retained permanently.
<input type="checkbox"/>	2. Acceptable Tree Protection methods: a. Fencing: Snow, Erosion control, Chain link, other approved. b. Construction tape or rope, durable and maintained. c. Other material or methods as approved.
<input type="checkbox"/>	3. Acceptable Tree Protection locations in order of preference: a. Fencing at or beyond tree's dripline(s). b. Fencing/Protection from trunk to dripline plus root aeration or decompaction. c. Root protection only: 4-6 inches mulch and root aeration or decompaction.
<input type="checkbox"/>	4. Site survey complying with <a href="#">City Survey/Site Policy</a> : a. Existing site with all structures. b. Proposed site with all proposed structures and permanent features (Stormwater, walls, pools, outbuildings...). c. Hand drawn site plan is acceptable for simple projects that do not require a survey.
<input type="checkbox"/>	5. Stormwater management plan copy, if any is required for building permit.
<input type="checkbox"/>	6. <a href="#">Tree Protection Escrow Worksheet</a>
	7. <a href="#">Tree Protection Escrow Worksheets and Examples</a>

Plans will be reviewed and approved by the Forestry Division. Allow at least two weeks.

I acknowledge that the items checked on the list above are included on or with the submitted plans:

Contact person: \_\_\_\_\_

Contractor: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_