



Forest Practices Application Checklist

Information about forest practices applications can be found in [PCC Title 18H](#).

This application checklist is the Submittal Standard Checklist referenced in [PCC 18.40.020 A](#), Form and Content

Application Checklist	Class-IV General Forest Practices Permit - TYPE A	Class-IV General Forest Practices Permit - TYPE B	Conversion Option Harvest Plan (COHP) ¹	Hazard, Dangerous, Diseased Tree Report Review	Single Family Dwelling Exception ²
Applicant Attestation	X	X	X	X	X
Site Plan	X	X	X		X
Property Posting Required			X		
Environmental Checklist (SEPA)	X				
Master Application	X		X	X	X
Forest Practices Permit Application	X Class IV-G Application	X Class IV-G Application	X COHP Application	X HDD Tree Report Review Application	

Items marked with an “X” must be submitted to be considered a complete application.

1 See [Conversion Option Harvest Plan Fact Sheet](#) for more information

2 See [Single Family Dwelling Exception webpage](#) for more information

Instructions for the Forest Practices Application Checklist

Applicant Attestation

The applicant must confirm they have a legal right to begin the permitting process for the proposed development project.

Site Plan

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 haul roads
- The location of all landings within the proposal (for COHP applications only)
- The location of future land development such as a building site, septic drainfield areas, or well
- Critical areas and critical area buffers regulated pursuant to Title 18E – Critical Areas, if known
- Drainage ways and culverts, if known
- North arrow and scale. The scale must be no smaller than one inch to 200 feet

Single Family Dwelling Exception application site plan must contain the following information:

- Show parcel boundaries
- Indicate area subject to request (area must be whole and undivided and may not exceed two acres)
- North arrow and scale. The scale must be no smaller than one inch to 200 feet

Property Posting (Conversion Option Harvest Plan only)

To notify the public of the proposed activity, the applicant must post signs on the subject property within 14 days of the application filing date. The applicant must also complete and return a Declaration of Posting to the Planning & Public Works Department within 28 days from the filing of the complete application. Signs remain posted until the comment period has expired.

Environmental Checklist (SEPA)

Environmental 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, SEPA review of the overall development/project has already taken place or is underway. In these instances, additional SEPA review for the logging is not required. Pierce County has created two types of Class IV-G permit application submittal requirements (Type A and Type B) based on these two scenarios.

Master Application

Complete and submit pages 1–3 of the Master Application.

Forest Practices Application Form

Class IV-General Forest Practices Application – Permit Type A or B

You must submit a copy of a completed Pierce County Class IV-G Forest Practices permit application form. See the [Forest Practices & Tree Removal webpage](#) for more information about permit requirements.

Conversion Option Harvest Plan (COHP)

You must submit a copy of a completed Pierce County Conversion Option Harvest Plan application form. A separate application and review fee must be submitted for each parcel, regardless of whether they are contiguous.

Hazard, Dangerous, Diseased Tree Review Report

You must submit a copy of a completed Pierce County Hazard, Dangerous, Diseased Tree Report Review application form.