



# FOREST PRACTICES

Information about forest practices applications can be found in [PCC Title 18H](#).  
 Information about each item listed on this checklist is included on the back of this form.

Parcel Number (s): \_\_\_\_\_

| Application Checklist*                   | Class-IV General Forest Practices Permit - TYPE A  | Class-IV General Forest Practices Permit - TYPE B  | Conversion Option Harvest Plan (COHP) <sup>1</sup> | Hazard/Danger/Diseased Tree Report Review                             | Single Family Dwelling Exception <sup>2</sup> | Received |
|--|--|--|--|---|---|----------|
| Letter of Authorization                  | X  | X  | X  | X   | X   |          |
| Site Plan Drawn to Scale                 | X  | X  | X  |   | X   |          |
| Property Posting Required                |  |  | X  |   |   |          |
| Environmental Checklist (SEPA)           | X  |  |  |   |   |          |
| Forest Practices Permit Application Form | X<br><a href="#">County Class IV-G Application</a> | X<br><a href="#">County Class IV-G Application</a> | X<br><a href="#">County COHP Application</a>       | X<br><a href="#">County Hazard/Danger/Diseased Tree Report Review</a> |   |          |
| Hazard / Danger/Diseased Tree Report     |  |  |  | X   |   |          |

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

- Additional fees may be required for the review of any special studies or technical reports required by Pierce County.

<sup>1</sup> COHP application must also include a written narrative describing: objectives of timber harvest; relationship of harvest to future development of the site; built and natural features; measures to be taken to preserve and protect critical areas; harvest method; and expected dates of commencement and completion.

<sup>2</sup> A Single Family Dwelling Exception (SFDE) application may be submitted before the associated WA State Department of Natural Resources (DNR) Forest Practices Permit has been closed / withdrawn by the DNR.

A Single-Family Dwelling Exception (SFDE) application submitted **during** the 3-year life of a DNR forest practices permit will be reviewed to determine if: 1) any Pierce County Critical Areas or Critical Area buffers (wetlands, wetland buffers, stream buffers, or active erosion/landslide hazard areas) were logged; and 2) that a minimum of 190 seedlings per acre have been planted and survived a growing season, unless reforestation was not required by the DNR forest practices permit. A determination of compliance or non-compliance will be made following submittal of the SFDE application. In the event a determination of non-compliance is made the SFDE application will be disapproved and the applicant will be required to wait until a minimum of 3 years have elapsed from the effective date of the associated DNR forest practices permit before a new SFDE application may be submitted.

A SFDE application submitted **after** the 3-year life of a DNR forest practices permit will be reviewed to determine if: 1) any Pierce County regulated Critical Areas or Critical Area buffers (wetlands, wetland buffers, stream buffers, or active erosions/landslide hazard areas) were logged; and 2) that a minimum of 190 seedlings per acre have been planted and survived a growing season, unless reforestation was not required by the DNR forest practices permit.

# Instructions for Forest Practices Application Checklist

Visit our Website to ["Find a Form or Handout"](#)

**Letter of Authorization:**<sup>3</sup> The landowner must provide a signed letter of authorization for the applicant/agent in the event the applicant/agent is not the landowner. Letter may be typed or printed in ink and must have signature of landowner.

## Site Plan:

Class IV-General and COHP applications must include a site plan containing the following information, as applicable:

1. Harvest boundaries and tree retention areas;
2. The approximate location of any existing structures;
3. The location of all existing and proposed streets, rights-of-way, and haul roads.
4. The location of all landings within the proposal (for COHP applications only);
5. The location of future land development such as a building site, septic drainfield areas, and/or well;
6. Critical areas and critical area buffers regulated pursuant to Title 18E – Critical Areas, if known;
7. Drainage ways and culverts, if known; and
8. 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:

1. Show parcel boundaries
2. Indicate area subject to request (area must be whole and undivided and may not exceed 2 acres).
3. North Arrow and Scale must be shown. Scale must be no smaller the 1 inch to 200 feet.

**Property Posting:** Per Title 18, Development Regulations – General Provisions, Section 18.80.040 "Notice shall be posted by the applicant on the subject property in accordance with specifications provided by the Department. In accordance with Department property posting requirements, applicants shall submit affidavits of posting to the Department within 28 days from the filing of a complete application." This does not apply to Class IV-General forest practices permit applications, Hazard/Dangerous/Diseased Tree Report Review applications, and Single-Family Dwelling Exception applications which do not require an NOA or property posting.

**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.

## Class IV-General Forest Practices Permit Application:

A Class IV-General Forest Practices permit application must be associated with a "parent" development permit application, such as a Site Development permit, building permit, or Use permit application, for proposed logging on parcels in the Rural areas of the county, outside Urban Growth Areas (UGA) and County Urban Growth Areas (CUGA). The required "parent" permit application must be submitted prior to, or at the same time as, the Class IV-General forest practices permit application. The Class IV-General forest practices permit application cannot be approved until a Site Development permit application addressing the proposed associated clearing and subsequent development has been issued.

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<sup>3</sup> A Letter of Authorization for review of a Hazard/Danger/Diseased tree report where the trees are in a tract owned by a Homeowner's Association (HOA) must be signed by the president of the HOA or by a legal representative

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## Type A

The proposed development/project has not undergone SEPA review and is not currently undergoing SEPA review. You must submit a completed Environmental Checklist with an associated SEPA Review application review fee (this is in addition to the Class IV-General permit application review fee) for all Type A Class IV-General forest practices permit applications. A copy of a blank Environmental Checklist is available at the Planning & Public Works Department, the Development Center, and on the [PPW website](#).

### SEPA Review Fees for Type A applications:

- One parcel – Single SEPA application review fee.
- Multiple contiguous parcels – Single SEPA application review fee required for all parcels.
- Multiple non-contiguous parcels – Separate SEPA application review fee required for each parcel.

## Type B

The proposed development/project, including the proposed logging, is currently undergoing SEPA review, or has already undergone SEPA review and a DNS or MDNS has been issued. Typical examples of projects where environmental review has already been performed include: Preliminary Plat; Short Plat, and Commercial Development. It will be necessary to provide a copy of either the current environmental checklist application or the SEPA threshold determination (DNS or MDNS) at the time of submittal for all Type B Class IV-General forest practices permit applications. You must also submit a Class IV-General Forest Permit Application review fee.

## 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.

**Conversion Option Harvest Plan (COHP):<sup>4</sup>** You must submit a copy of a completed Pierce County Conversion Option Harvest Plan application form.

**Hazard/Danger/Diseased Tree Review Report:** You must submit a copy of a completed Pierce County Hazard/Danger/Diseased Tree Report Review application form.

**Single Family Dwelling Exception:<sup>4</sup>** None required for a Single Family Dwelling Exception application.

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<sup>4</sup> A separate application and review fee must be submitted for each parcel, regardless of whether they are contiguous.

| For Office Use Only     |  |
|-------------------------|--|
| App Type                |  |
| Planning Fee Code       |  |
| Accepted as complete by |  |