

Spencer Conservation Commission

Spencer Conservation Commission
157 Main Street, Spencer, MA 01562
(508)885-7500 x180

conservation@spencerma.gov

Tree Removal Administrative Approval Application

In an effort to make the most informed decision possible concerning a tree removal application the Commission encourages the applicant to provide as much information about the tree(s) as possible.

Certain tree removal requests may be administratively approved by the Conservation Agent while others require approval from the Conservation Commission at a public meeting. Applicants will be contacted by the Conservation Department regarding site visit and the requirement for approval by the Conservation Commission.

Application Date _____

Project Address _____

A. Property Owner Information

Name _____

Address _____

City _____ **State** _____ **Zip** _____

Email _____ **Phone** _____

B. Applicant/Contact Person (if different)

Name _____

Address _____

City _____ **State** _____ **Zip** _____

Email _____ **Phone** _____

C. According to our maps, at least a portion of your property is within wetland or buffer zone protected by the MA Wetlands Protection Act (310CMR 10.00). Specifically, all or a portion of our property is:

- In Riverfront Area (land within 200 feet of the bank of a stream or river)
- In a Wetland Resource Area (wetland, marsh, pond, stream, or 100-year flood zone)
- In the Buffer Zone to a Resource Area (land within 100' of a wetland, vernal pool, bank, lake).

D. Tree Cutting Request

Number of trees to be removed _____

Tree (species if known)	Diameter	Tree in Natural, Landscaped, or Lawn area?

Closest distance to wetlands (feet)? _____

Reason for removal (check all that apply)

- Health¹
 High Risk¹
 Tree is dead
 Other (please explain)

E. General Work Questions (Check “yes” or “no”)

	Yes	No
Will trunk/branches be removed from the site?	<input type="checkbox"/>	<input type="checkbox"/>
Will stump grinding occur?	<input type="checkbox"/>	<input type="checkbox"/>
Will any hydraulic equipment be within 40' of the wetlands?	<input type="checkbox"/>	<input type="checkbox"/>
Will all equipment remain on existing lawn/driveway?	<input type="checkbox"/>	<input type="checkbox"/>
Will there be any expansion of lawn?	<input type="checkbox"/>	<input type="checkbox"/>
Is there any other type of work proposed in this area?	<input type="checkbox"/>	<input type="checkbox"/>
Do the trees constitute a threat/hazard? Describe	<input type="checkbox"/>	<input type="checkbox"/>
Have you consulted a certified arborist? (If so, please provide risk assessment.)	<input type="checkbox"/>	<input type="checkbox"/>

Is there anything else you wish to add about your removal request? *Provide information in the space below.*

F. Tree Mitigation Requirements and Conditions

The loss of trees cut in a Wetland Resource Area or NDZ shall be mitigated as follows:

1. Large trees (>10" DBH): the owner shall plant 1 native tree sapling or 2 native shrubs for each large tree cut.
2. Small trees (<10" DBH): the owner shall plant 1 native tree sapling or one native shrub for each small tree cut.

Number of Mitigation Trees Proposed: _____.

Number of Mitigation Shrubs Proposed _____

Please included the Mitigation planting locations on a sketch (See Step E). A list of native trees/shrubs can be obtained by contacting the Conservation Office.

E. Informal Map.

The landowner must include an informal map with this Tree-Cutting Request Form. You may use a plot plan printed from the Town of Spencer's "GIS Mapping":

<https://spencerma.mapgeo.io/>

The map must show the following:

1. Location of existing Wetland Areas and the 100-foot buffer zone, house, trees, & other relevant features.
2. Location of proposed trees to be cut (numbered in a way that can be cross-referenced with the Tree Cutting Request Form); and
3. Location where proposed mitigation trees or shrubs (if required) will be planted.

Owner Signature _____ Date _____

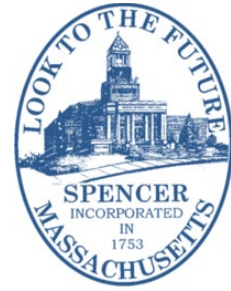
¹. In situations where the health and/or risk assessment of the tree is justification for removal professional documentation of such is required. Credible professional tree diagnostic, evaluation and recommendation advice is available to the applicant through certified arborists: Please refer to the following two websites to learn more about utilizing a certified arborist. If Health or High Risk is checked above, please submit the arborist's report/documentation with your application.

Refer to: Massachusetts Arborists Association: <http://www.massarbor.org>
International Society of Arboriculture: <http://www.isa-arbor.com/>

². Stump grinding only permitted beyond 50-feet from the wetland edge.

Spencer Conservation Commission

Spencer Conservation Commission
157 Main Street, Spencer, MA 01562
(508)885-7500 x180
conservation@spencerma.gov



Native Plant Mitigation Form

Name _____

Address _____

Location of Restoration Area _____

Size of Restoration Area (sq ft) _____

This request is being made as part of:

- a Request for Determination of Applicability application
- a Notice of Intent application (DEP# _____)
- an open Order of Conditions application
- tree Removal Administrative Approval request
- other _____

Name and Type of native vegetation to be planted:

<i>Species Name</i>	<i>Quantity</i>

Nursery where plants will be purchased
(optional) _____

Proposed date of planting _____

Please attach a sketch plan of the planting area with the approximate location of plantings at a scale of 1"=40'.

Signature _____ **Date** _____