

Town of Lynnfield  
Department of  
Planning & Conservation  
55 Summer Street  
Lynnfield, MA 01940  
Tel: (781)334-9490  
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# Tree Preservation Bylaw Application for Certificate of Exemption

*Tree Preservation Bylaw*

2/14/2023

Town Use Only

Date Stamped Received

## 1 Property Information

Address:	Parcel ID #:
Zoning District:	Total Land Area:
Present Use:	Lot Frontage:
Proposed Use:	Deed Book & Page #:

## 2 Proposed Building Activity and Reason for Exemption

The Certificate of Exemption application must summarize the Building Activity and how it relates to the Protected Trees, if applicable; and attest to one of the conditions below.

### Summarize Building Activity and How it Relates to Protected Trees:

### Check All Conditions Applicable to Protection of Trees for this Project:

\_\_\_\_\_The Building Activity permit is for improvements outside of the Tree Border, that when reasonably considered, do not have the potential to harm any Protected Trees.

\_\_\_\_\_The Building Activity permit is for improvements inside of the Tree Border, that when reasonably considered, do not have the potential to harm any Protected Trees.

\_\_\_\_\_The removal of the Protected Tree has already been mitigated based on a previous Tree Permit.

### Any Additional Relevant Info:

2/14/2023

### 3 Property Owner/Applicant Information

The undersigned hereby certifies that he/she has read and examined the Tree Preservation Bylaw, this application and materials checklist, and that this proposed Tree Preservation Certificate of Exemption is accurately represented in this Application and supporting documentation. The undersigned also gives permission to the Reviewing Agent to enter the property for the purpose of tree inspection prior to certificate issuance and for compliance inspection after the certificate is issued. The undersigned also attests to abide by all Tree Preservation measures included in Section 225-4 of the Tree Preservation Bylaw.

#### Property Owner Name(s):

Address:

Phone:

E-Mail:

Signature:

Date:

#### Applicant Name(s):

Address:

Phone:

E-Mail:

Signature:

Date:

Applicant is: ☐ Owner ☐ Tenant ☐ Agent/Attorney ☐ Purchaser

### 4 Reviewing Agent Application Review

The Planning Board has the discretion to request additional information if deemed necessary, and/or withhold a Certificate of Exemption and require the property owner to submit a Tree Permit application.

#### Conditions of Approval:

#### Signature of Reviewing Agent

Building Permit:

Review Completion Date:

Certificate of Occupancy or Final Inspection:

Review Completion Date:

**Information to be submitted with Application**

**1. Application Fee:** \$50.00 Cash or check payable to the Town of Lynnfield.

**Certificate of Exemption Required Plans (electronic and printed copies):**

- Proposed Building or Site Plan
- Protected Tree Plan may be part of a building or site plan, landscape plan, or a separate document that shows the location and size of Protected Trees on the property.
- Plan must be drawn to a uniform scale (preferably 1" = 10', 1" = 20', or 1" = 30'). All plans shall be a minimum size of 11" x 17" (preferred) and a maximum size of 24" x 36", with 3/4" borders. Letter sizes on plans should be no smaller than 1/8".
- Plan needs to include the following elements:
  - Boundaries of the property, including all property lines, easements, and public and private rights-of-way.
  - The property's Tree Border designation and the location of the applicable setbacks from the lot line per Table 1. Location of the Tree Border in each zoning district, found in § 225-2 of the Tree Preservation Bylaw.
  - The location of all existing buildings, driveways, retaining walls and other improvements, and the features to be retained, removed or demolished.
  - The location of all planned buildings, driveways, retaining walls and other improvements.
  - Proposed changes in grade.
  - An inventory of all Protected Trees including those that were removed within twelve (12) months prior to application. Your plan must note tree locations graphically on the plan, and provide a key to distinguish the species, trees previously removed, and existing individual trees to be retained and/or removed.
  - For each Protected Tree to be retained that resides within the vicinity of work, the Tree Save Area (as defined in §225-13) must be depicted on the plan and shall include at minimum the critical route zone "CRZ" represented by a circle centering on the tree's trunk and extending outward towards the Tree's dripline.