

<b>ADMINISTRATIVE REGULATION – No. 2020-02</b>		<b>Page 1 of 2</b>
Subject:	<b>Urban Forest—Establishment of Fees (Takoma Park Code, Ch. 12.12)</b>	
Effective Date:	<b>January 17, 2021</b>	

**ADMINISTRATIVE REGULATION  
FEES FOR TREE IMPACT ASSESSMENTS, TREE REMOVALS AND TREE  
PROTECTION PLANS, AND FEES IN LIEU OF PLANTING.**

Pursuant to *Takoma Park Code Chapter 12.04.030* the following Administrative Regulations are hereby promulgated and are to be used in coordination with *Takoma Park Code Chapter 12.12, Urban Forest*.

**Section 1. Definitions**

The term “City” refers to the City of Takoma Park. The following terms have the meaning given to them in section 12.04.010 of the *Takoma Park Code*: “tree protection plan” and “City Manager.”

**Section 2. Purpose/Scope**

To establish fees relating to the enforcement of Sections 12.12.030(D) (tree impact assessments), 12.12.070(C) (tree removal and tree protection plan permit applications), and 12.12.100(E) (tree replacement required) of the *Takoma Park Code*.

**Section 3. Fees Relating to a Tree Impact Assessment**

The City Manager is authorized under *Takoma Park Code Chapter 12.12.030(D)* to establish a fee in relation to tree impact assessment applications that may be required under *Takoma Park Code Chapter 12.12.030*.

- a. The fee for a tree impact assessment is fifty dollars (\$50) payable to the City and must be submitted with an application for a tree impact assessment.

**Section 4. Fees Relating to Tree Removal and Tree Protection Plans**

The City Manager is authorized under *Takoma Park Code Chapter 12.12.070(C)* to establish a fee in relation to tree removal and tree protection plan applications.

- a. An applicant that applies for a tree removal permit shall pay a processing fee of fifty dollars (\$50) to the City. If the tree subject of the application is dead, the processing fee shall be in the amount of twenty-five dollars (\$25).
- b. An applicant that applies for a tree protection plan permit shall pay a processing fee of fifty dollars (\$50).
- c. All associated fees must be submitted in conjunction with an applicant’s application and made payable to the City.

<b>Proposed: Daryl Braithwaite, Public Works Director</b>	<b>Date: January 7, 2021</b>
<b>Approved: Suzanne R. Ludlow, City Manager</b>	<b>Date: January 7, 2021</b>

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**Section 5. Fees in Lieu of Planting**

The City Manager is authorized under *Takoma Park Code Chapter 12.12.100(E)* to establish, by regulation, the amount of a fee in lieu of planting replacement trees, as defined therein.

- a. Under *Takoma Park Code Chapter 12.12.100(E)*, in situations where it is unfeasible or undesirable to plant the trees at the same or another location, an applicant may apply for a fee in lieu of planting.
- b. Pursuant to *Takoma Park Code Chapter 12.12.100(E)*, the fee associated with a fee in lieu of planting replacement trees shall be the equivalent to the installed market value of the required replacement tree(s) plus two years of maintenance. The fee shall be three hundred and twelve dollars (\$312) and made payable to the City’s tree fund.

<b>Proposed: Daryl Braithwaite, Public Works Director</b>	<b>Date: January 7, 2021</b>
<b>Approved: Suzanne R. Ludlow, City Manager</b>	<b>Date: January 7, 2021</b>