



Rochester Conservation Commission & Town Forest Committee

37 Marion Road, Rochester MA 02770
Phone: 508-763-5421 Fax: 508-763-5379
www.townofrochester.com

Tree Removal Request Application

Project Address: _____ Map _____ Lot _____

Applicant Name & Address: _____

Telephone: _____

Email Address: _____

Tree Contractor Contact Information: _____

Telephone: _____

Email Address: _____

The Commission is charged with protecting the many functions performed and values provided by the wetland resource areas in the Town of Rochester pursuant to the Massachusetts Wetlands Protection Act and the Rochester Wetlands Bylaw. Wildlife habitat is an interest protected and function provided by wetlands. Trees, snags, and dead and downed wood are integral parts of these habitats and wetland ecosystems. Therefore, removal or alteration of these structural features needs to be considered in relation to their impact to the habitat.

The Commission also recognizes the potential hazards that close proximity, dead, dying, and compromised trees can pose to safety and property. Therefore, the Commission has established the following protocol to address instances where a single tree, or a small number of trees, may pose a hazard to safety and property.

Tree Removal Request Protocol:

In compliance with the steps outlined below, removal of said trees may be warranted to avoid personal injury, property damage, or even damage to other healthy, preferably preserved, trees and vegetation. In some cases, the Rochester Conservation Commission may require a certified arborist to be involved in the tree removal process.

<u>Species/Variety of Tree</u>	<u>Distance to Wetland and Structures</u>	<u>Diagnosis & Hazard Posed</u>	<u>Method of Removal</u>

Please submit the following additional information:

- A. A map marking the location the subject trees (GIS map is acceptable) – please attached here or forward by email;
- B. Photos of the trees slated for removal – please attach here or forward by email;
- C. Confirmation that the subject trees are flagged or marked in the field for inspection by the Conservation Commission or its Agent;
- D. The completed tree removal request materials and a check in the amount of \$25 payable to the Town of Rochester.

For all proposed tree removal requests within 25 feet of a wetland resource area, the completed application must be received at least 7 calendar days prior to the target meeting date of the Commission and placed on the agenda for the Commission’s review and discussion.

The Commission will vote on whether to approve or deny the request, setting forth its grounds and any conditions of approval. It should be noted that nothing in this protocol is intended to circumvent, prohibit, or discourage established formal application procedures. The Commission may require a formal application (RDA or NOI) depending on the scope of work, proximity to the wetland or perceived hazard. The Commission will issue a letter permit/decision within 5 business days of its vote.

Tree removal requests located greater than 25 feet from a wetland resource area may be permitted through Administrative Approval and may not require review and approval at a scheduled Conservation Commission meeting. All of the above requested information shall be submitted and the Conservation Administrator will conduct a site inspection as noted, and issue any necessary conditions of approval. **Please note that even in the instance of an Administrative Approval, the Commission may decide that, as indicated above, a more formal filing is necessary.**

A PDF copy of the filing can be emailed to mkelly@townofrochester.com and hard copies mailed or delivered to the Town Hall Annex, Attn: Conservation Commission, 37 Marion Road, Rochester, MA 02770.

Project Address: _____ Map _____ Lot _____

Applicant/Owner Signature: _____ Date: _____