

DeKalb County Homeowner Guide for Tree Removal

The DeKalb County Board of Commissioners has affirmed that the preservation of existing trees is a public purpose that protects the public health and safety, general welfare and aesthetics of the County and all its citizens.

The Board of Commissioners has given the County Arborist the responsibility to distribute educational materials on the procedures of the tree protection ordinance, the value of maintaining existing trees, and proper methods of tree planting, preservation and care.

DeKalb County requires that a **Notice of Tree Removal** request be submitted to the County Arborist for the removal of more than five (5) trees or a specimen size tree (see below). The written notice (form attached) shall contain a health/risk assessment conducted by an ISA (International Society of Arboriculture) Certified Arborist, a Registered Consulting Arborist or registered/urban forester. The **Notice of Tree Removal** shall be submitted to the DeKalb County Arborist before tree removal operations. Failure to do so is a violation.

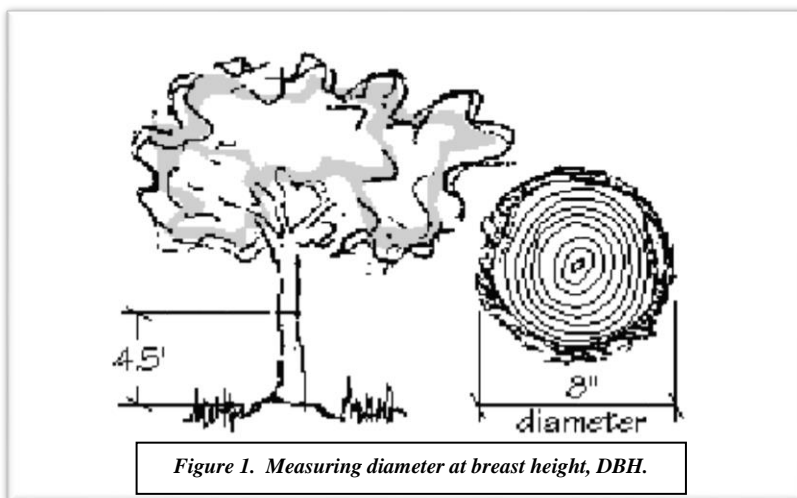
A **Notice of Tree Removal** is not required for any tree which has become, or threatens to become, a danger to human life or property as documented by a certified tree professional performing a tree risk assessment. Dead, diseased or hazardous trees may be removed at any time. This assessment shall be conducted by a certified arborist, registered consulting arborist or registered/urban forester.

According to DeKalb County code, a tree is defined as a living, self-supporting, woody perennial plant which has a trunk caliper of two (2") inches or more measured at a point six (6") inches above the ground and which normally attains a height of at least ten (10') feet at maturity usually with one (1) main stem or trunk and many branches.

County Code defines a significant tree as any existing, healthy, living tree eight (8") inches or more in diameter when measured four and one-half feet (4.5') above the ground. This measurement is referred to as diameter at breast height, **DBH**, of the tree.

Circumference of Trunk \div π = DBH

Ex.: 25" Circumference \div 3.14 = 8" DBH



A **Notice of Tree Removal** is not required to remove any tree with a **DBH** less than 5”.

The removal of up to five (5) healthy trees on a single-family residential property per calendar year is allowed without the submittal of a **Notice of Tree Removal** application, provided that these trees are not specimen trees.

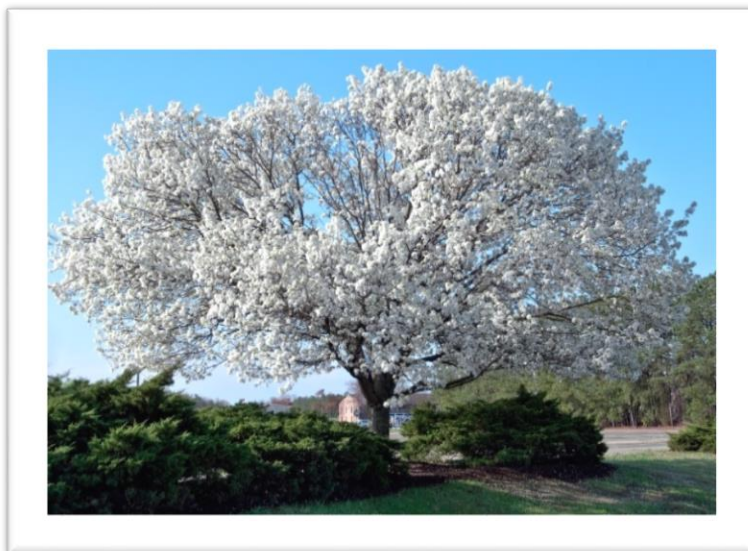
The removal of more than five (5) trees or specimen tree(s), from an owner-occupied, single-family lot may be approved if the owner must remove trees in order to build a new structure, to build an addition to or to make improvements to an existing structure, or to improve the health of other trees in the landscape. It is noted that additional permits, e.g. construction/building, clearing and grubbing, or land-disturbance permit, may be required.



Specimen Tree

A specimen tree is defined as a tree with a life expectancy of 15 years or more, with a healthy trunk with no extensive decay or hollow/cavity (less than 20%), and no major insect or pathological problem that meets the following size guidelines:

- Overstory (large) trees, ex.: Oak, poplar & pine – **DBH** is greater than or equal to 30 inches (which equates to a circumference of 94.2 inches).
- Understory (small) trees, ex: Dogwood, redbud – **DBH** is greater than or equal to 10 inches (which equates to a circumference of 31.4 inches).



Certified Arborist

You can find certified arborists/registered foresters in the yellow pages or by going to the ISA web site at <http://www.isa-arbor.com/findanarborist/arboristsearch.aspx>, the Georgia Arborist Association, <http://georgiaarborist.org/>, or the Georgia Forestry Commission, <http://www.gfc.state.ga.us/community-forests/management/professional-assistance/index.cfm>.

Please note that special permits may be necessary if trees selected for removal are located within 75' of a stream or other water body/channel. In addition, trees should not be removed from a transition buffer.

Removal of more than five (5) trees but less than ten (10) trees may require a clearing and grubbing permit from the Department of Development and Sustainability.

Removal/clearing of ten (10) or more trees on residential property may be a land-disturbing activity requiring a Land Disturbance Permit. Before filing an application, the applicant shall meet with the County Arborist to discuss the procedure for approval of the tree removal including tree survey, protection, replacement and maintenance plans that may be necessary.

It is important to remember that no-land disturbing activities are allowed in the 75' stream buffer without a variance from DeKalb County. The 75' stream buffer must remain in its undisturbed, natural state of vegetation. Land disturbing activities are not allowed in the 25' stream buffer without a variance from the Georgia Department of Natural Resources Environmental Protection Division.

DeKalb County code requires at least 1 or 2 trees in the front yard of zoned residential neighborhoods. In addition the Code requires each lot have an average tree density of 15 units/acre.

If you have any questions you may contact the DeKalb County Arborist at (404) 371-2685.



Guidelines and Procedures for Tree Removal

Permits, unless exempted otherwise by the County Arborist, are required for the removal of a specimen tree or the removal of more than five (5) trees with a **DBH** of more than 5” on residential, single-family, properties.

A **Notification of Tree Removal** is not required to remove any tree with a **DBH** less than 5” as well as dead, diseased or hazardous trees as assessed by a certified tree professional.

Trees must be removed within sixty (60) days after submittal of the **Notification of Tree Removal** and approval by the DeKalb County Arborist.

An alternative to the County Arborist conducting a site visit would be to contact an ISA Certified Arborist, a Registered Consulting Arborist with the American Society of Consulting Arborists (ASCA) or a registered/urban forester. Having a professional to conduct an assessment will help expedite the permitting process.

The application review process will be no more than **five (5) working days** from the application’s receipt by the County Arborist.

Notification of Tree Removal Instructions

It is the responsibility of the applicant to know the governmental jurisdiction of the property where the tree(s) are located. Only unincorporated DeKalb County applications can be processed by the County Arborist. Please take note if you live in the jurisdictions of the City of Atlanta, Avondale Estates, Brookhaven, Chamblee, Clarkston, Decatur, Doraville, Dunwoody, Lithonia, Stone Crest, Stone Mountain or Tucker.



The property owner(s), an ISA Certified Arborist, an ASCA Registered Consulting Arborist or registered/urban forester shall fill out the forms and **email the application, site plan, and any other material, including photos**, to the DeKalb County Arborist at rwtonning@dekalbcountyga.gov.

TREE CONDITION EVALUATION GUIDELINE

A tree's condition is determined by assessing the tree's roots, trunk, limb/branch structure, twigs and foliage. The conditions are identified on each component of the tree. This is a guideline only. It is recommended that the person conducting the assessment has an ISA Tree Risk Assessment (TRAQ) Certification or comparable training/knowledge/experience.

ROOTS

- ✓ Root anchorage.
- ✓ Restricted root system relative to canopy.
- ✓ Mechanical injury.
- ✓ Girdling roots.
- ✓ Compaction or water-logged roots.
- ✓ Presence of insects or diseases.

TRUNK

- ✓ Sound bark and wood, no cavities.
- ✓ Upright trunk (well tapered).
- ✓ Included bark between co-dominant stems.
- ✓ Mechanical or fire injury.
- ✓ Cracks.
- ✓ Swollen or sunken area.
- ✓ Presence of insects and diseases.

LIMB AND BRANCH STRUCTURE

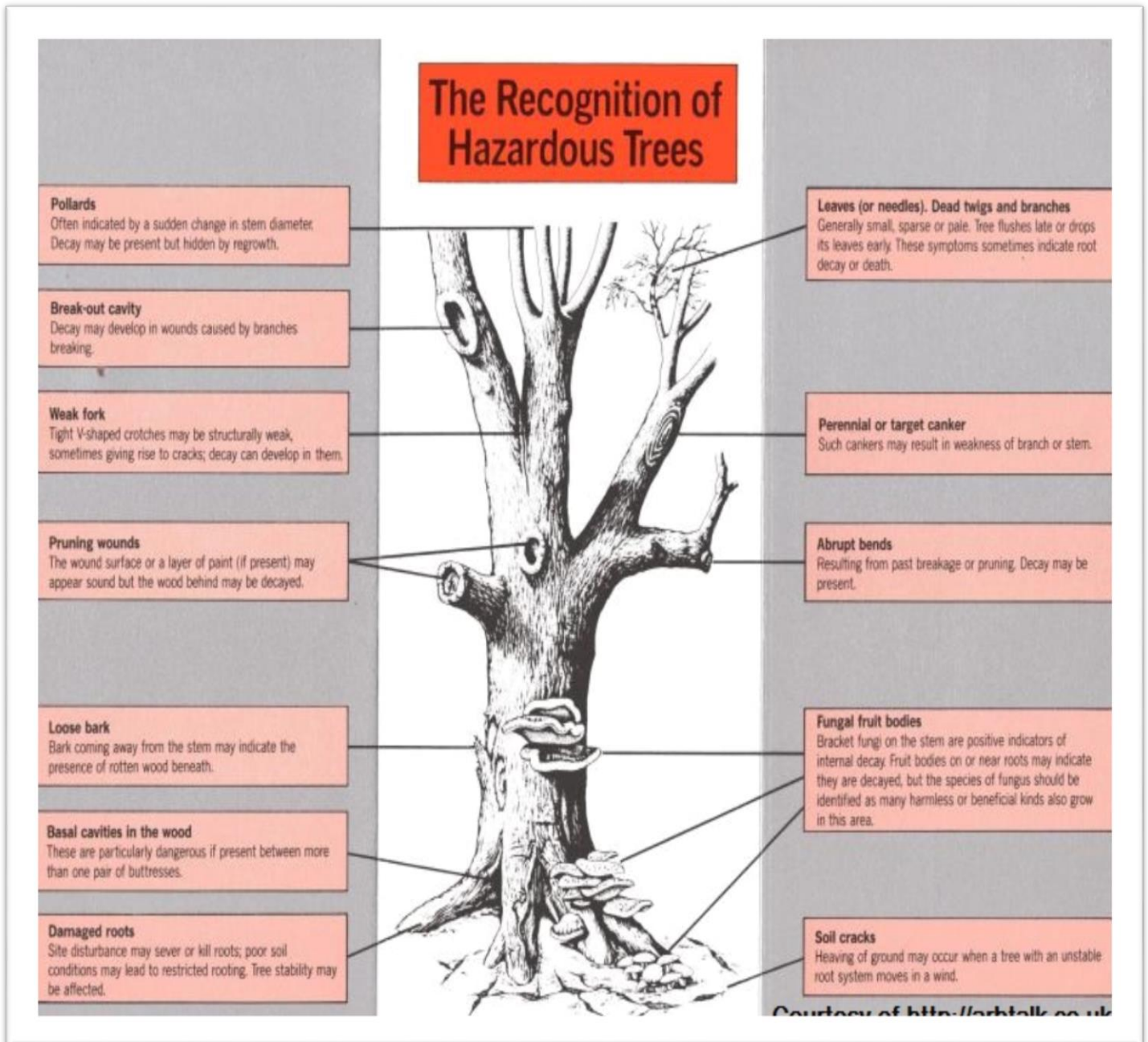
- ✓ Strong attachments, no included bark.
- ✓ Free of decay and cavities.
- ✓ Well proportioned, good form.
- ✓ Wound closure.
- ✓ Dead limbs/epicormic sprouting.
- ✓ Presence of decay, insects and diseases.

TWIGS

- ✓ Shoot vigor compared to past 3-year growth.
- ✓ Presence of weak or dead twigs.
- ✓ Presence of insects and diseases.

FOLIAGE

- ✓ Normal appearance (size, color, density).
- ✓ Nutrient deficiencies.
- ✓ Herbicidal, chemical injury symptoms.
- ✓ Wilted or dead leaves.
- ✓ Presence of insect or disease.



DEKALB COUNTY

NOTICE OF TREE REMOVAL

Address of Proposed Tree Removal:

Name of Owner:

Owner's Address:

Owner's Phone Number and Email Address:

Name of Applicant and Certification Number:

Name of Tree Company:

Applicant's Phone Number and Email Address:

The Owner or Authorized Agent hereby applies for a Permit for the purpose of removing the following tree(s):

Tree Species	Reason for Removal	DBH (inches)	Specimen? (Y/N)	Dead? (Y/N)	75' Buffer? (Y/N)	Boundary? (Y/N)	Target in Drop Zone? (Y/N)

Number of existing trees 2" DBH or greater remaining on property after removal:

Property Lot/Size in Acres: _____ **Year Home Built:** _____

Signature of County Arborist: _____

❖ **Reason(s) for removal(s):**

- **Addition to a Single-Family House:** (must include scaled site plan depicting location of proposed addition and tree(s) to be removed).
- **Pool:** (must include scaled site plan depicting location of pool/pool deck on property and tree(s) to be removed).
- **Retaining Wall or Fence installation.**
- **Septic Tank and/or Well:** (must include Public Health Department Permit and approved site plan).
- **Unhealthy or Damaged Tree(s):** Includes but is not limited to insect or fungal damage, lightning strike, inadequate area for healthy growth.
- **Other** (specify).

I HEREBY CERTIFY that the site plan and tree survey is a true representation of all facts concerning the proposed tree removal activity. This application is made with my approval as Owner or Authorized Agent for the Owner, as evidenced by my signature below. FOR THE DURATION OF THE TREE REMOVAL ACTIVITIES I ASSUME LEGAL RESPONSIBILITY FOR ANY AND ALL VIOLATIONS OF THE DEKALB COUNTY LAND DEVELOPMENT CODE AND PERMIT CONDITIONS ON THE PROPERTY DESCRIBED ABOVE.

Name of Owner or Authorized Agent (Please print)

of Owner or Authorized Agent

Date

Signature

DEKALB COUNTY
NOTICE OF TREE REMOVAL

SITE PLAN

- Include tree(s) to be removed and existing trees, existing structures, fence, gates, driveway and frontage street, sidewalks, stream and transition buffers. Note whether trees are located in a buffer or on a property line, i.e. boundary tree.
- Include above and below ground utilities including electrical, phone, cable, water, sewer and fire hydrants, street signs and intersection, street lamps/lighting poles.
- Include proposed addition/improvements and tree(s) to be removed and tree(s) to remain.
- Submit photographs with this site plan. Photos must include an overall picture of the subject tree and its relationship with a building structure. Also, several close-up photos of the tree's hazardous conditions must be provided.

AFFIDAVIT OF DEKALB COUNTY CODE COMPLIANCE

I, _____, am an ISA Certified Arborist or a Registered Consulting Arborist with the American Society of Consulting Arborists (ASCA). I understand DeKalb County's Code regarding **Notice of Tree Removal**. Based on this knowledge, I attest the trees identified on the accompanying **Notice of Tree Removal** fulfill one or more of the criteria of the County's Ordinance.

I attest that the tree(s) on the attached application should be removed for the following reasons:

- 1. The tree is unhealthy or damaged for which there is no practical remedy to assist with its preservation (explain).**
- 2. The tree is causing damage to public or private property for which there is no other remedy to resolve (explain).**
- 3. The tree is interfering with the installation or function of solar energy equipment, line of sight at intersection, above or below ground utilities.**
- 4. The tree is unsightly or is in undesirable condition as a result of a previous site disturbance or tree density issue (explain).**

I assume legal responsibility for any and all violations of DeKalb County Codes and Permit conditions as identified for this property.

Name: _____ ISA or ASCA Certification Number: _____

Approval of County Arborist: _____ Date: _____