

PERMIT APPROVAL # _____

FEE PAID: _____ METHOD: _____

**TOWN OF SUNAPEE
TREE CUTTING & VEGETATION CLEARING
REQUEST FORM
FEE-\$100**

For properties 150' or closer to certain lakes, pond and rivers.

This application is required prior to:

- 1) Any tree cutting within 150' of Lake Sunapee, Ledge Pond, Mountain View Lake, Otter Pond, Perkins Pond, Sugar River
- 2) Any stump or root removal within 50' of Lake Sunapee, Ledge Pond, Mountain View Lake, Otter Pond, Perkins Pond, Sugar River
- 3) Any project that involves the removal of more than 1,000 square feet of vegetation (plants, trees or saplings) within 150-feet of Lake Sunapee, Ledge Pond, Mountain View Lake, Otter Pond, Perkins Pond, Sugar River

What is the Shoreline Overlay? All lands within 250' feet of Lake Sunapee, Ledge Pond, Mountain View Lake, Otter Pond, Perkins Pond, Sugar River.ⁱ

What is the Natural Woodland Buffer? The Natural Woodland Buffer is the area within 150-feet from the shorelines (normal high-water mark) of Lake Sunapee, Ledge Pond, Mountain View Lake, Otter Pond, Perkins Pond, Sugar River.ⁱⁱ

1. Landowners Name: _____ 2. Parcel ID: _____

2. Parcel Street Address: _____

3. Mailing Address: _____

4. Phone #: _____ 5. Email: _____

5. Preferred method of contact (check all that apply): ☐ Phone ☐ Email ☐ US Post Mail

6. Name of river/lake/pond abutting property: _____

Have you obtained any permits from State of NH, Department of Environmental Services (DES) for this project?

☐ Yes ☐ No ☐ If yes, attach copy of permit to this application.

NOTE: Any cutting, or removal of natural vegetation, on ponds, lakes or rivers must be by permit from DES.ⁱⁱⁱ

PROPOSED TREE CUTTING

Please mark all trees listed on this application with ribbon or surveyor's tape to assist the Town with any necessary site inspections. Attach any plan, site sketch, or photos to this application. Be sure to include location of buildings and driveways in relation to proposed tree cutting, and measurements to the shoreline and/or property lines.

Are you planning to cut more than 5 trees in the Woodland Buffer within a 12-month period? ☐ Yes ☐ No

Are those trees at least 6" in diameter (or 18" circumference) at 4.5' above the ground? ☐ Yes ☐ No

☐ If yes, attach to this application a Cutting & Clearing Plan, showing the exact location, size, and type of tree to

be cut. Your application will be reviewed by the Sunapee Planning Board at their next available meeting.^{iv}

1. **List all trees within the first 50-feet** of the shoreline, that are at least 6" in diameter (i.e. 18" in circumference) at 4.5-feet above ground level.^v

Tree Type	Diameter	Condition
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Tree Type	Diameter	Condition
4. _____	_____	_____
5. _____	_____	_____

(Attach list of additional trees if needed)

2. **List all trees located between 50 to 150-feet** of the shoreline, that are at least 6" in diameter (i.e. 18" in circumference) at 4.5-feet above ground level.

Tree Type	Diameter	Condition
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Tree Type	Diameter	Condition
4. _____	_____	_____
5. _____	_____	_____

(Attach list of additional trees if needed)

STUMPS & ROOTS WITHIN THE FIRST 50-FEET OF THE SHORELINE

Stumps and their root systems which are located within 50' of normal high-water shall be left intact in the ground, *unless* removal is specifically approved by the Wetlands Board (NH DES) pursuant to RSA 482-A.^{vi}

Check the appropriate option below:

- ☐ 1. Stumps or roots systems will NOT be removed within the first 50-feet of the shoreline.
- ☐ 2. Stumps and roost systems WILL be removed within the first 50-feet of the shoreline, in accordance with the attached permit issued by NH DES.
- ☐ 3. Not Applicable. This project does not involve any activity within the 50-foot buffer.

PROPOSED VEGETATION REMOVAL

Does your project include removal of more than 1,000 square feet of vegetation (plants, trees or saplings) within 150-feet of the shoreline, i.e. the Natural Woodland Buffer?

☐ Yes ☐ No

- ☐ If yes, attach to this application a Cutting & Clearing Plan. Include a diagram showing the square footage of the vegetation area to be removed and describe in detail the replanting plan. Your application will be reviewed by the Sunapee Planning Board at their next available meeting.^{vii}

Note: Where natural vegetation is removed it shall be replaced with other vegetation that is equally effective in retarding runoff, preventing erosion and preserving natural beauty.^{viii}

***** SEE PAGE 3 FOR SIGNATURE *****

ADDITIONAL GUIDELINES

The following is a summary of additional requirements related to the Shoreline Overlay District, per the Sunapee Zoning Ordinance, *Article 4.33 Shorelines - Specific Provisions, Section B, (8) Erosion Control, Part (B) Cutting and Removal Of Natural Vegetation Within The Natural Woodland Buffer*. You may read the Zoning Ordinance in its entirety online at www.town.sunapee.nh.us or view the paper copy available at the Sunapee Town Office, 23 Edgemont Road.

Concerning The Removal Of Natural Vegetation Within The Natural Woodland Buffer:

- Where natural vegetation is removed it shall be replaced with other vegetation that is equally effective in retarding runoff, preventing erosion and preserving natural beauty.^{ix}
- The following activities are permitted within the Natural Woodland Buffer: normal trimming, pruning, and thinning (of saplings less than 6" in diameter) to enhance growth, to minimize the entry of vegetative debris into lakes and ponds, or to prevent the overgrowth of natural beaches; and felling and replacement of decaying trees and shrubs.^x
- Not more than 50% of the entire basal area* may be removed for any purpose in a 20-year period. Replacement planting with native or naturalized species may be permitted to maintain the 50% level.
 - Exception: Up to 7,500 square-feet of basal area removed for structures, driveways, or parking areas shall be excluded when computing percentage limitations.^{xi}
- A *Well-Distributed Stand of Vegetative Matter* (see definition below) shall be maintained in the Natural Woodland Buffer . . .
 - Exception: . . . except for those areas within 20' of existing or proposed structures, 12' from the centerline of driveways, and 10' from the edge of parking areas.^{xii}
- **DEFINITIONS - *Well-Distributed Stand of Vegetative Matter*** - This matter includes trees, saplings, shrubs, and ground covers and their living, undamaged root systems. The distribution of such shall be as follows^{xiii}:
 - ***Undeveloped Lots (Prior to March 12, 1996)*** - Permitted cutting per 50 feet of linear water frontage shall not reduce the total *basal area* below 9 square feet. If a lot is not 150' in depth, the required *basal area* shall be proportioned accordingly. Saplings with less than 2" diameter shall not be used to calculate minimum *basal area*. In no case shall there be any area more than 500 square feet completely cleared of vegetative matter unless such is naturally occurring.
 - ***Lots with Dwelling Units (Prior to March 12, 1996)*** - Permitted cutting per 50 feet of linear water frontage shall not reduce the total *basal area* below 6 square feet. If a lot is not 150' in depth, the required *basal area* shall be proportioned accordingly. Saplings with less than 2" diameter shall not be used to calculate minimum basal area.
 - ***Basal area**** is defined as the cross-sectional area of a tree measured at a point 4.5' above the ground. (Adopted 3/12/1996).
 - ****Basal Area:*** For purposes of this application, the basal area is considered the cross section at 4.5' from the ground of all trees, shrubs and saplings with at least a 2" diameter.

SIGNATURE OF PROPERTY OWNER(S):

By signing below, I verify that: 1) all trees listed on this application have been marked with ribbon or surveyor's tape; 2) I have read the above Additional Guidelines; and 3) I give permission for a Town official(s) to visit the property in association with the approval of this application.

Signature of Landowner(s)

Date

Printed Name(s)

THIS PAGE TO BE COMPLETED BY TOWN OF SUNAPEE:

___ Planning Board action required

Notes: _____

___ Planning Board not required.

Notes: _____

Signature of Code Compliance Officer

Date

Planning Board

The application was reviewed by the Sunapee Planning Board on _____ (date) and the following action was taken:

___ Approved

___ Approved with Conditions

___ Denied

___ Other

Signature of Planning Board Chair *or* Town Planner: _____

Printed Name / Title: _____ Date: _____

Zoning Administrator

The Applicant is hereby **Granted / Denied** a permit for cutting trees and/or clearing vegetation at

Parcel ID _____ pursuant to the attached application and conditions.

Conditions: _____

Signature of Zoning Administrator

Date

SOURCES from Sunapee Zoning Ordinance, March 2017 Edition

- i Article II, Section 2.30, Water Resources Overlay Districts (3).
- ii Article IV, Section 4.33 Shorelines - Specific Provisions, Section B, (8) Erosion Control, Part (b) Cutting And Removal of Natural Vegetation within the Natural Woodland Buffer.
- iii Article IV, Section 4.33.B.(8).(b).(I)
- iv Article IV, Section 4.33.B.(8).(b).(I).(1-2)
- v Article IV, Section 4.33.B.(8).(b).(I).(1)
- vi Article IV, Section 4.33.B.(8).(b).(VI)
- vii Article IV, Section 4.33.B.(8).(b).(I).(1-2)
- viii Article IV, Section 4.33.B.(8).(b).(III)
- ix Article IV, Section 4.33.B.(8).(b).(III)
- x Article IV, Section 4.33.B.(8).(b).(IV)
- xi Article IV, Section 4.33.B.(8).(b).(V)
- xii Article IV, Section 4.33.B.(8).(b).(VII)
- xiii Article XI: Definitions and Explanations - Well-Distributed Stand of Vegetative Matter