



BROCHURE # 80

SITE ASSESSMENTS

What is a Site Assessment?

A Site Assessment is an on-site, detailed question-and-answer session with a Community Development Reviewer. This service is provided to the public to answer specific property questions and/or construction topics.

DCD also uses Site Assessments as a mechanism for reporting timber harvests that fall under the threshold for a harvest permit to the State Department of Revenue, and to follow up on replanting requirements for certain project proposals.

When are Site Assessments available?

Once an application is received, a Site Assessment is scheduled within 2-3 business days. Critical Area(s), Zoning and View Enhancement Site Assessments are scheduled the 1st and 3rd Fridays of each month only, and are subject to availability.

What can be reviewed at a Site Assessment?

Critical Areas

- Development (including roads) next to/through streams, shorelines, steep slopes.

**Note: wetlands typically require a wetlands report which is not provided via a Site Assessment. A private wetlands biologist or wetlands expert prepares these reports for DCD review.*

- Flood zone issues
- Critical areas / sensitive environments typology
- Shoreline designations, and requirements for development
- Bald eagle habitat requirements
- Priority II species (herons, osprey, shoreline birds)

Danger Tree Removal

- Danger trees – Removal of dangerous trees located within a tree length and a half of a habitable structure.

**Note: If a tree poses an immediate danger to a habitable structure and the tree is located on your property, call a licensed & bonded tree removal service to safely remove the tree. No permit is required, except if the tree is located in an open space buffer, common area, or required buffer.*

Danger Tree Harvest

- Clearing healthy trees within a tree length and a half of a habitable structure, to let light in, for landscaping, for firewood, to sell, to gift, etc.

View Enhancement - Trees

- Cutting, trimming or removing trees to create or maintain a view.

Zoning

- Large scale commercial or multi-family development projects.

Building

- Issues with existing construction, not under permit application review where you are unsure of what is required.

**Note: If your proposed activity needs a permit, you do not need a Site Assessment if an issue of concern will be addressed through the permit application review (thus helping to avoid unnecessary time and costs).*

Drainage & Stormwater

- Issues with water backing up on your property where you are unsure of the origin, or what can be done to disburse or re-direct flow



What if I don't need a Site Assessment, but I have other questions?

DCD offers the following additional services to assist customers:

- Staff Consultation:** These pre-scheduled, 30-minute meetings include a cross-functional team of technical experts to help you identify potential requirements for a specific project. The fee for this service is in the published [DCD Fee Schedule](#). This fee is available to credit to your permit application, once submitted, for up to one year from the Staff Consultation meeting. To make the most of this short meeting, bring basic project information and a list of specific questions to the meeting. You are expected to take notes.
- Application Assistance:** This type of assistance helps applicants understand

submittal requirements and how to prepare a complete submittal. The fee for this service is in the published [DCD Fee Schedule](#).

- Hourly-rate Meeting:** You can meet with DCD staff on an hourly rate to review specific aspects of a proposal. The fee for this service is in the published [DCD Fee Schedule](#).
- Submit Questions or Walk-in to DCD:** DCD will respond, free of charge to limited questions. Questions submitted are limited to an answer time of 15 minutes or less. The Planner of the Day is available Monday – Friday from 9:00-1:00. Subsequent time and answers above 15 minutes are subject to DCD's hourly rates in the published [DCD Fee Schedule](#). See Brochure #6 for more information about submitting questions or seeing the Planner of the Day.

