



FOREST LAND CONVERSION

(Intake Appointment Required)

Staff Use Only

Label

Date Stamp/Staff Initials

1. Application Submittal Checklist - All items listed are required at the time of application. Incomplete applications will not be accepted.

- | Property Information Sheet
- | Application Fee. Refer to the current fee schedule.
- | One (1) Site Plan - See Site Plan Submittal Requirements on page 3
- | Environmental Checklist (SEPA)
- | Project Description– please attach. See requirements in Question 2
- | Special Reports if applicable. These may include wetland delineation, geotechnical report, mitigation plan, topographic survey or others. All special reports must be submitted as paper documents **and** PDF files on a flash drive
- | Tree Conservation Plan *

2. Attach Project Description. Please Include:

- a. Purpose and objectives of the timber harvest.
- b. Timeframe of the harvest in relation to future development of the site including expected dates of commencement and completion of all harvest activities.
- c. Proposed measures to preserve and protect critical areas, habitat of covered species, and regulated shorelines.
- d. Harvest method, including type(s) of equipment to be used.

3. Project Type: ☐ Forest Land Conversion ☐ Conversion Option Harvest Plan

4. Project Information:

Zoning _____ ☐ Rural County ☐ Lacey UGA ☐ Tumwater UGA ☐ Olympia UGA

Parcel Acreage _____ (include cumulative acreage for all contiguous parcels in same ownership)

Acres to be Harvested _____ Cutting any Oregon White Oaks? ☐ Yes ☐ No

Is this conversion for Agriculture Use ? ☐ Yes ☐ No

Forest Tax Reporting Account Number _____

(For tax reporting information or tax numbers call 1-800-548-8829)



FOREST LAND CONVERSION

(Intake Appointment Required)

Access (Name of road or street for which access is or will be gained)

Existing Access: _____

Proposed Access _____

5. Operator Information

Full Legal Name and/or Company/ Division of Operator _____

Business

Address _____ City _____ STATE _____ ZIP _____

Phone

(_____) _____ FAX(_____) _____

Email _____

6. Timber Harvest Areas: Attach an additional sheet if necessary.
Complete all blocks that apply and **label each type separately on the site plan**

Unit # (note on site map)	Type of harvest (even-aged, uneven-aged, salvage and/or right of way)	Significant Trees per acre remaining after harvest	Landmark Trees per acre remaining after harvest	Heritage Trees per acre remaining after harvest	Acres Per type of harvest	Percent of volume or acreage to be cut <i>Approximate</i>	Estimated volume to be harvested (thousand board feet (mbf))

7. Roads: Attach an additional sheet if necessary. (Complete all blocks that apply and label each type separately on the site map).

TYPE OF ACTIVITY	TOTAL LENGTH IN FEET	TOTAL LENGTH OF ENDHAUL/OVERHAUL (no sidecast) CONSTRUCTION Show All Locations On Map	STEEPEST SIDE SLOPE ROAD CROSSES (in percent)



FOREST LAND CONVERSION

(Intake Appointment Required)

--	--	--	--

8. Environmental Health

Drinking Water:

Existing: ☐ Single Family ☐ Two Party ☐ Public

Name of water system: _____

Proposed: ☐ Single Family ☐ Two Party ☐ Public

Name of water system: _____

Water availability letter provided: ☐ Yes ☒ No

Are there any off-site water supplies within 200 feet of the property: ☐ Yes ☐ No

How was this determined: _____

Irrigation Well Present¹: ☐ Yes ☐ No

Irrigation well powered and in use: ☐ Yes ☐ No

Copy of Restrictive Covenant Provided ☐ Yes ☐ No

Proposed and existing Well(s) shown: ☒ Yes ☐ No

Well Sanitary Control Areas shown: ☐ Yes ☐ No

Waste Water:

Existing: ☐ Onsite Sewage System ☐ Community System ☐ Sewer

Name of public system: _____

Proposed: ☐ Onsite Sewage System ☐ Community System ☐ Sewer

Name of public system: _____

Sewer availability letter provided: ☐ Yes ☐ No

New Onsite Sewage System or an increase in wastewater flows or strength proposed: ☐ Yes ☐ No

If yes, Onsite Sewage System Technical Justification provided: ☐ Yes ☐ No

Proposed and existing Onsite Sewage System(s) shown: ☐ Yes ☐ No

Site Activities:

Describe the access route and equipment and material staging area proposed for the project:



FOREST LAND CONVERSION (Intake Appointment Required)

Access route and staging area shown on site plan: ☐ Yes ☐ No

¹Irrigation wells which are not being put to beneficial use or have any potential source of contamination within the sanitary control area must be decommissioned in conformance with the requirements of chapter 173-160 WAC



FOREST LAND CONVERSION

(Intake Appointment Required)

9. Site Plan Submittal Requirements

- Site plan shall be legible and drawn to a standard engineer scale on 11" X 17" or 8 ½" x 11" sheet.
- Example scales include 1" = 30' or 1" = 100'
- Aerial photographs are not accepted as site plans.
- All applicable items noted below shall be addressed on the site plan.

Applicant	Site Plan Checklist	Staff
☐	a. North arrow, site address, tax parcel number and map scale used	☐
☐	b. All property line boundaries and dimensions. Property owner is responsible for knowing their property line locations and flagging them onsite if requested.	☐
☐	c. All existing and proposed structures	☐
☐	d. All means, existing vehicular and pedestrian ingress and egress to and from the site, such as driveways, streets and fire access roads, including existing road names and existing county and state right-of-way.	☐
☐	e. All easements encroaching onto the property (for example: utility, road, railroad, etc)	☐
☐	f. Location of all existing and proposed utilities such as septic tanks, drainfields, reserve drainfield areas, sewer lines, water lines, 100- wells radius, and springs.	☐
☐	g. The location of all existing off-site water supplies within 200 feet of the project site with their associated sanitary control radii (100' for wells & 200' for springs). If the applicant is denied information by adjacent property owners regarding their water supply, the applicant shall document their efforts and submit the information along with the project application. If the applicant questions the accuracy of water supply information gathered from adjacent property owners, the applicant shall raise those questions in their project application for follow-up investigation by the county.	☐
☐	h. Areas to be stumped, graded, filled, excavated or otherwise disturbed.	☐
☐	i. Existing forested areas to be cut, and areas to be retained. Label all Timber Harvest Units from question #6 above.	☐
☐	j. Existing and proposed roads, driveways and landings. Label all of the Roads from on Page 2.	☐
☐	k. Topographic information showing two-foot contours for the entire subject parcel or parcels and a minimum of fifty feet into adjacent parcels, based on available county information	☐
☐	l. Location of any critical areas and buffers (example: shorelines, wetlands, ponds, streams, steep slopes, seasonal drainages, marine bluffs, flood plain, high groundwater, oaks, special habitat, etc)	☐
☐	m. Abbreviated Drainage Plan including location and type of erosion control and sediment control measures.	☐
☐	n. Vicinity Map at a scale of not less than three (3) inches to the mile, indicating the boundary lines and names of adjacent developments, streets and boundary lines of adjacent parcels, and the relationship of the proposed development to major roads and highways	☐
☐	o. Equipment and material staging area	☐



FOREST LAND CONVERSION (Intake Appointment Required)

☐	p. Tree Conservation Plan*	☐
--------------------------	----------------------------	--------------------------

The project site must be identified in the field by posting an identification sign visible from the access road. The sign and flagging are provided by Thurston County to the applicant at the time of application.

Additional information may be necessary to make a determination. This could include full delineation and analysis of critical areas by a qualified professional at the applicant's expense.

*Tree Conservation Plans were added to the Forest Lands Conversion Ordinance effective June 1, 2024. See Thurston County Code (TCC) 17.27 for more information.