

Tree Board - Website

CONTENT UPDATE PROPOSAL

By: Sandra LeVar - Lake Forest Park Tree Board Member

Proposal for website content updates for the Lake Forest Park Tree Board related content on the Lake Forest Park City website includes a staged approach to updates.

- Goals include improving search results and content readability.
- Approach for first phase includes documented inventory of existing content followed by audience targeted content proposal and priorities.
- Initial target audience includes existing residents with consideration for prospective new residents, businesses, developers, and builders.

AS IS - INVENTORY OF EXISTING CONTENT

	Finding info on trees on LFP site	URL
Top level	City of LFP	
2	Departments	
3	Tree permits and info	https://www.cityofflp.com/163/Tree-Permits-and-Information
4	Learn more	
5	Trees and Forest Care (beyond the first screen)	https://www.cityofflp.com/235/Learn-More-about-Trees-Forest-Care
6	Tree inventory and Assessment [i-Tree analysis] (P)	https://www.cityofflp.com/DocumentCenter/View/385/TreeReport?bidId=
6	UW Forestry goes to description of college program	https://sefs.uw.edu/
5	Local organizations	
6	Tree Board (links)	https://www.cityofflp.com/107/Tree-Board
6	Stewardship foundation	https://lfpf.org/
6	Streamkeepers	404
4	Tree List (links)	https://www.cityofflp.com/239/Tree-List
4	Tree Walks (Links)	https://www.cityofflp.com/240/Tree-Walks-of-Lake-Forest-Park
4	Canopy Coverage Maps (Links)	https://www.cityofflp.com/489/Canopy-Coverage-Maps
4	Community Forest Management Plan (PDF)	https://www.cityofflp.com/DocumentCenter/View/6175/Community-Forest-Management-Plan?bidId=

Sample of URL outline for Tree Permits

Inventory of existing content enables prioritization of update to 404 links and incorrect or outdated content

	Finding info on trees on LFP Tree Board site	URLs
Top level	Tree Board (links)	https://www.cityofflp.com/107/Tree-Board
2	Hybrid Meetings	https://www.cityofflp.com/664/Hybrid-Meetings-for-Advisory-Bodies
2	Tree Permit Process	
	Tree permits and info	https://www.cityofflp.com/163/Tree-Permits-and-Information
2	Tree Planting and Tree Care	
3	Trees and Forest Care (beyond the first screen)	https://www.cityofflp.com/235/Learn-More-about-Trees-Forest-Care
2	Meeting Agendas	https://www.cityofflp.com/Archive.aspx?AMID=82
2	August Meeting Materials	Broken/ Not Link
2	Social Media Content Calendar (PDF)	
2	Meeting Minutes	https://www.cityofflp.com/Archive.aspx?AMID=83
2	2019 Work Plan (PDF)	
2	2018 Work Plan (PDF)	
2	2020 Annual Report (PDF)	
2	2019 Annual Report (PDF)	
2	2018 Annual Report (PDF)	
2	2017 Annual Report (PDF)	
2	Contact Asst Planner (mail to)	

Sample of URL outline for Tree Board

FAQs

<https://www.cityoflfp.com/FAQ.aspx>

LAKE FOREST PARK
Washington

City Hall Departments Community How Do I...

I'm looking for... Search

Home > FAQs

Business License

Business Tax

Code Enforcement

Show All Answers

1. A neighbor is cutting down a tree and I do not see a posted Notice of Application or a permit. What do I do?
2. What are the hours of construction in the City of Lake Forest Park?
3. How can I make a complaint about a code violation in Lake Forest Park?
4. My neighbor's tree seems to be in bad shape and looks like it may cause damage to my property. Is there anything that the City can do?
Though a dead or dying tree may pose a risk to property, there are no mechanisms by which the city may intervene in this case. Because property owners are not required by code to remove dead, dying, or hazard trees, this is strictly a civil issue.
5. How many animals can people have in the City of Lake Forest Park?
6. Who do I call about people parking their cars in their yard?

Search

All categories

Categories

- All Categories
- Business License
- Business Tax
- Code Enforcement
- Community Forest Protection and Enhancement
- Engineering
- Finance
- Human Resources
- Main
- Municipal Court
- Municipal Services
- Passports
- Permit Center

Tree Board Information

<https://www.cityoflfp.com/107/Tree-Board>

LAKE FOREST PARK
Washington

City Hall Departments Community How Do I...

I'm looking for... Search

Home > City Hall > Commissions & Committees > Tree Board

Lake Forest Park Tree Board

Tree Board Meetings

Tree Board meetings are generally held on the first Wednesday of each month, at 7:00 p.m. in Lake Forest Park City Hall. Meetings typically take place in the Forest Room, though the location may vary.

Tree Board meetings are now held in the hybrid format with virtual attendance via Zoom and in-person attendance at City Hall.

[Click here for information about providing Citizen Comments during hybrid Tree Board meetings.](#)

What does the Tree Board Do?

The Tree Board has three primary responsibilities:

- Provide outreach and education to the community on tree-related issues
- Organize and facilitate the city's tree planting events and other public events involving trees
- Provide advice to City Council on policy and regulatory issues involving trees

Tree Permit Information

<https://www.cityoflfp.com/163/Tree-Permits-and-Information>

LAKE FOREST PARK
Washington

City Hall Departments Community How Do I...

I'm looking for... Search

Home > Departments > Planning & Building Department > Tree Permits and Information

Tree Permits and Information

Please [click here](#) to read the Planning and Building Departments' modified procedures in response to the COVID-19 (novel coronavirus), which may affect your permit process. (Updated December 15, 2021).

The following information should help you understand how to comply with the City's municipal code regarding tree regulations. To read the full regulations, please refer to Chapter 16.14 of our [municipal code](#).

[Click here](#) for an overview of tree removal and replacement requirements. [Click here](#) for requirements for tree removal and replacement related to development projects.

What Type of Permit Do I Need?

There are several factors that determine whether you need a "Major Tree Permit" or a "Minor Tree Permit." Major permits require a site visit and report from the City Arborist, whereas Minor Permits do not. Use the decision-making tool linked below to find out which type of permit you'll need.

Do I need a major or minor permit?
How to I measure my multi-stemmed tree?
How do I convert tree circumference to diameter?

Download the Tree Removal and Replacement Application

Regardless of whether you need a Major or Minor Permit, you can use the application form below:
[Click here to download the Tree Removal and Replacement Permit Application form](#)

Turn in your application Monday - Friday, 9am-12pm or 1pm-3pm. An application fee of

FAQs

- What do I do with a dangerous tree on my property? I'm afraid it's going to fall over on my house.
- Why must I get a permit I want to get rid of a tree in my own yard?
- How many trees can I remove?

TO BE - SEARCH RESULTS

Outline of possible search questions enables prioritization and organization of update to content

FAQs for search content redirects

Example Scenario: new resident searches Google for information about their big tree in their yard and how to maintain it ... search results include link to FAQ about tree services (ETC TBD)

TBD...

Tree Board Information - Tags for Search Results

Example Scenario: resident searches Google for information about a neighbor cutting down trees ... search results include link to contacting tree board for more info (ETC TBD)

TBD...

Tree Permit Information - Tags for Search Results

Example Scenario: developer searches Google for information about how to cut down tree in the way of new construction ... search results include link to filling out tree permit (ETC TBD)

TBD...
