

Description of Property: Please describe the building and surrounding environment. Include information on significant structures, landscape features, or other significant features of the property:

Description of Work Proposed: Please give an overview of the work to be undertaken:

Work Item 1: _____	
Description of Current Condition:	Proposed Work:

Work Item 2: _____	
Description of Current Condition:	Proposed Work:

Work Item 3: _____	
Description of Current Condition:	Proposed Work:

HISTORIC AREA WORK PERMIT CHECKLIST OF APPLICATION REQUIREMENTS

	Required Attachments						
Proposed Work	I. Written Description	2. Site Plan	3. Plans/ Elevations	4. Material Specifications	5. Photographs	6. Tree Survey	7. Property Owner Addresses
New Construction	*	*	*	*	*	*	*
Additions/ Alterations	*	*	*	*	*	*	*
Demolition	*	*	*		*		*
Deck/Porch	*	*	*	*	*	*	*
Fence/Wall	*	*	*	*	*	*	*
Driveway/ Parking Area	*	*		*	*	*	*
Grading/Exc avation/Land scaing	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*



Sharon Bakewell <spomranky@gmail.com>

Tree Removal Request :: W013692-111325

Online Customer Service Center <TakomaParkMD@mycusthelp.com>
To: "spomranky@gmail.com" <spomranky@gmail.com>

Tue, Dec 9, 2025 at 7:20 AM



12/09/2025

PERMIT NUMBER **W013692-111325**

Sharon Bakewell
7107 Sycamore Ave
Takoma Park, MD 20912

Re: Tree Removal Application at:
7107 Sycamore Ave
Takoma Park MD 20912

Dear Sharon Bakewell:

Permit Number: W013692-111325

This is your permit to remove the following tree from your property.

Tree Type: **PIN OAK**Trunk Diameter: **25 inches**Tree Location Relative to House: **RIGHT SIDE****Replacement Planting Requirement**

You have opted to fulfill your replacement planting requirement all or in part by planting replacement trees. You will have six months after receiving your permit to conduct the planting. See below for the replacement planting plan you have provided and committed to in order to account for the requirement associated with this Tree

Removal Permit. If you have received permits for multiple tree removals, additional replacement plantings may be required for your other permits.

Your Replacement Planting Plan

Number of Replacement Trees:	1
Species of Replacement Trees:	Eastern White Pine
Caliper/Trunk Diameter of Replacement Trees:	1.5
Address Where Replacement Trees Will be Planted:	7103 Sycamore Ave

<i>Locations on Property for Replacement Trees:</i>	Open area at back of property
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How to Provide Documentation Verifying Completion of Planting

Once your replacement planting is complete, you must provide proof of the planting by doing the following:

1. Reply to this email and include the following:
 - Attach a photo that clearly shows the location of each planted tree.
 - Attach a photo, copy, or scan of your receipt or paid invoice documenting that you have purchased the tree(s).
2. Log in to MyTKPK, find this request ([W013692-111325](#)), indicate "YES" for "Replacement Planting Documentation Submitted" and provide a written description of any changes from your original replacement planting plan, which must still comply with the conditions listed in your preliminary approval notice, and click save. This will prompt the Urban Forest Manager to review your documents and verify that the replacement planting has been satisfactorily completed.
3. If you have applied for multiple tree removals that require replacement plantings, please reply to each permit email and update each MyTKPK record documenting just the replacement trees that apply to that individual Tree Removal Permit.

TREE WORK DONE FOR HIRE IN THE CITY OF TAKOMA PARK MUST BE CARRIED OUT BY A MARYLAND STATE LICENSED TREE EXPERT, OR LTE. HIRING SOMEONE WHO IS NOT LICENSED IS A VIOLATION OF CITY AND STATE LAW. MAKE SURE YOUR CONTRACTOR HAS A LTE NUMBER BEFORE YOU HIRE THEM.

If you have any questions, please contact the Urban Forest Manager by replying to this email.

To monitor the progress or update this request please log into the [\[MY TKPK\]](#)

