

## ROCKMEADOW FARM TREE WORK REQUEST FORM

Any and all tree work must have a request form submitted and approved before any work begins.

Trees are a valued assets in the Rockmeadow Farm Community, and we'd like to keep them that way!

### Owner Information

Name: \_\_\_\_\_ Lot # \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Date of Request: \_\_\_\_\_

### Homeowner's request

*Please check all appropriate boxes*

- Tree **trimming** in owner's property circle. Healthy\_\_\_ Unhealthy\_\_\_ Hazard \_\_\_ %<sup>1</sup>\_\_\_
- Tree **removal** in owner's property circle. \* Healthy\_\_\_ Unhealthy\_\_\_ Hazard \_\_\_ DBH<sup>2</sup>\_\_\_
- Tree **trimming** in Common Area. Healthy\_\_\_ Unhealthy\_\_\_ Hazard \_\_\_ % \_\_\_
- Tree **removal** in Common Area. \* Healthy\_\_\_ Unhealthy\_\_\_ Hazard \_\_\_ DBH \_\_\_

### Unhealthy or Hazard Tree Removal

Under rules adopted by the Rockmeadow Board of Directors ("the Board"), those with an unhealthy or hazard tree must hire a Tree Risk Assessment Qualification (TRAQ) certified professional arborist licensed by the International Society of Arboriculture (ISA) to evaluate the health and condition of the subject tree(s) and complete an ISA Basic Tree Risk Assessment Form. Credentials will be verified through the ISA database at [www.isa-arbor.com](http://www.isa-arbor.com).

The "Find an Arborist" link below can help you find a qualified arborist.

<https://www.treesaregood.org/findanarborist/arboristsearch>

### HOMEOWNER CERTIFICATIONS AND SIGNATURES

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<sup>1</sup> Trimming greater than 30% of a tree's branches over the life of a tree requires a City of Sammamish permit. Topping of trees is construed as damage subject to mitigation or removal and subject to civil penalties and fines. See, ANSI A300, Part 5.2.1 and Sammamish Municipal Code ("SMC") 21A.37.

<sup>2</sup> DBH is the standard to measure the size of a tree and is 54" above the ground. To find the tree's DBH, measure the tree's circumference 54" up from the ground and divide that number by 3.14. If a tree trunk splits into several branches at 54" you will need to measure the circumference and calculate the DBH of each branch.

I have read this form in its entirety and certify that all information submitted, including any supplemental information, is true and complete to the best of my knowledge. I understand that my submittal will be reviewed for completeness, and if found complete will be processed pursuant to Rockmeadow Farm (“RMF”) CC&Rs and applicable rules. **Trees with a DBH equal to or greater than 8” for coniferous trees and 12” for deciduous trees will be referred for review to the City of Sammamish (“COS”) pursuant to SMC 21.09.010, and 21.03.060(B)**

I understand that tree trimming and removal in violation of the RMF CC&Rs and rules may be subject to fines, and I further understand that tree trimming and tree removal in violation of the City’s tree preservation standards is considered a criminal misdemeanor and is subject to civil penalties which may include site restoration, fines, and imprisonment.

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Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Owners are prohibited from removing live standing trees from their sites or common area unless such removal has been approved in writing by the Board. RMF CC& Rs XII (E)(1) and (L).

\*A written request from a property owner, followed by written authorization from the Board to the lot owner, is required to remove any tree of any species or type which is 6” or more in diameter and which exists INSIDE the circular lot boundary. RMF CC&Rs XII (E)(2). **Action by the Board will be deferred if COS regulations are applicable, and a COS permit is required. After a COS permit or approval is provided to the RMF Board, Board review will be resumed and finalized as appropriate.**

**TREE WORK CHECKLIST (to be filled out by RMF board member)**

- 1. Signed Tree Work Form
- 2. Site plan (noting location and tree or trees subject to work request) & photos
- 3. ISA Basic Tree Risk Assessment Form\*\* (**unhealthy and hazardous trees only**)
- 4. The tree isn’t located in a critical area, landslide area, or critical area buffer
- 5. Arborist Credentials verified
- 6. Imminent danger as defined by SMC 16.25.190 (requires photographic or video proof that tree was an imminent danger)

**\*\*Must be provided by a professional Arborist licensed by the International Society of Arboriculture with Tree Risk Assessment Qualification certification.**

**RETURN COMPLETED FORM TO: RMF Board member Tami DeVita ([deVita5@comcast.net](mailto:deVita5@comcast.net)), or Property Manager, Russ Cole ([russ.cole@coleprop.com](mailto:russ.cole@coleprop.com))**

**Reviewed for completeness by: \_\_\_\_\_ Date: \_\_\_\_\_**

**Approved by: \_\_\_\_\_ Date: \_\_\_\_\_**

**Deferred by: \_\_\_\_\_ Date: \_\_\_\_\_**