



**City of Sammamish
Tree Management Public Information Handout**

Imminent Threat Tree Removal

Did you remove a significant tree during a storm event? Did you remove a significant tree that was threatening life or property that required immediate attention in too short of a time frame to file permit application? Are you an arborist, tree care company, or landscaping company performing tree work in the City of Sammamish at the request of the property owner?

If either of these questions applies to you the information listed below may assist you in navigating City of Sammamish tree preservation regulations established in the Sammamish Municipal Code section SMC 21A.37¹.

City Tree Rules: <http://www.codepublishing.com/WA/Sammamish/html/sammamish21a/Sammamish21A37.html#21A.37>

NOTE: 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, fine, and imprisonment.

This information applies to:

- Developed single family residential properties
- Developed commercial properties

This information does not apply to:

- Proposed development
- Speculative clearing

Significant Tree: A coniferous tree with a diameter of eight (8) inches or more DBH² or a deciduous tree with a diameter of twelve (12) inches or more DBH that is noninvasive and in a healthy condition.

Imminent Threat: A condition which could cause serious or life-threatening injury or death at any time. See SMC 16.25.190³.

Restriction on removal of a significant tree as an imminent threat: Property owners may elect to remove significant trees on their property that constitute an imminent threat without permit in accordance with SMC 21A.37, although notification is required. When located within regulated critical area features or buffers (erosion hazard areas, frequently flooded areas, landslide hazard areas, seismic hazard areas, critical aquifer recharge areas, wetlands, streams, and fish and wildlife habitat conservation areas), as defined by SMC 21A.15.254, tree removal and clearing activity is restricted to that allowed under SMC 21A.50. If you have removed significant trees that constitute an imminent threat within proximity to one of these areas please see <http://www.sammamish.us/files/document/3275.pdf> and contact a City Planner for more information.

Steps to remove a significant tree as an imminent threat:

Step 1: Document the condition that prompted the removal. Develop a record of tree removal including: (**NOTE:** City staff will review the report of removal and make a determination as to if the tree removal qualifies as an imminent threat. If the condition that prompted the removal does not qualify as an imminent threat, retroactive permit for significant tree removal will be required and/or the tree removal actions subject to code enforcement.)

¹ <http://www.codepublishing.com/WA/Sammamish/html/sammamish21a/Sammamish21A37.html#21A.37>

² Tree size is measured in Diameter at Breast Height (DBH) – standard forestry methodology for measuring tree size.

³ <http://www.codepublishing.com/WA/Sammamish/html/sammamish16/Sammamish1625.html#16.25.190>



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-What conditions prompted the removal? Was there a windstorm, snowstorm, icestorm? Write a brief narrative describing the events prompting the removal.

-Record the date and time of removal.

-Take photos of the tree and the threatening condition.

Step 2: Prepare Documentation. The property owner must complete and sign the following forms to be provided to the City. The forms should be provided in either hard copy or electronic format.

-City of Sammamish Imminent Threat Tree Affidavit (use information from Step 1 above).

-Basic Site Sketch depicting location of tree(s) removed.

-Replanting plan meeting the requirements of SMC 21A.37.280. Although a permit is not required, tree removal does require replanting.

Step 3: Submit Documentation to City. The documentation listed in Step 2 above should be submitted to the City in person to the Permit Desk at City Hall or electronically via email at treeremoval@sammamish.us. There is no fee and the City does track imminent threat tree removal through the City's permit tracking database.

Step 6: Receive Confirmation from City. Following submittal of documentation listed in Step 4 above, the City will provide a receipt of confirmation. Receipt will be provided in hard copy (paper) if documentation is submitted in paper format directly to the City Hall Permit Desk. Receipt will be provided in electronic copy (PDF) if documentation is submitted electronically via email to treeremoval@sammamish.us. If the tree removal was deemed to not meet the requirements of an imminent threat a permit is required. Staff will contact you if this is the case.

Thank you for your help in our commitment to preserving and growing our forest canopy. Tree removal questions can be directed to treeremoval@sammamish.us or by calling 425-295-0500.

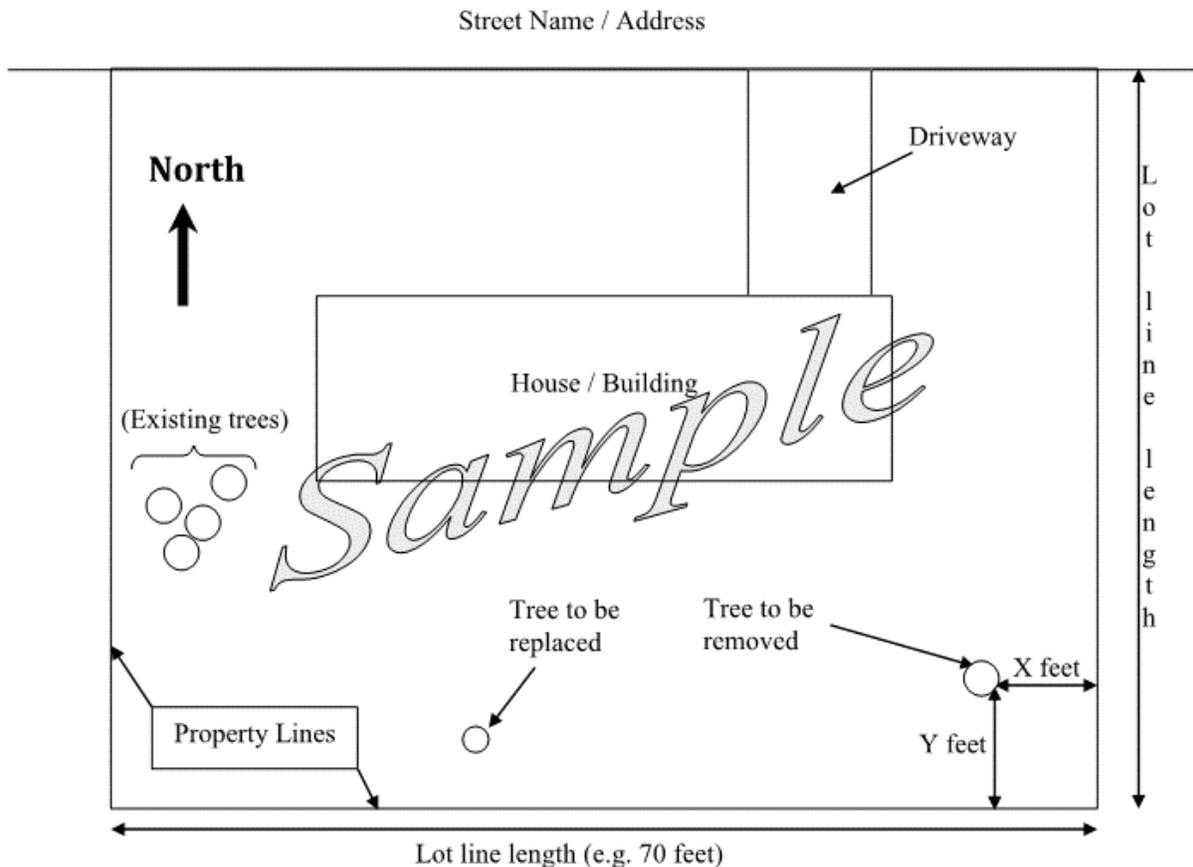
COMMUNITY DEVELOPMENT IMMINENT THREAT TREE REMOVAL SITE PLAN REQUIREMENTS

Required Information:

1. Applicant Name
2. Street Address
3. Tax Parcel Number
4. North Arrow
5. Approximate location and dimensions of property lines
6. Approximate location and dimensions of existing buildings, driveways and septic systems
7. Approximate location of **all trees on site** meeting the significant tree definition (please include distance from at least two property lines – see drawing). Mark the trees to be removed.
8. Approximate location of any sensitive areas (e.g. wetlands, streams, steep slopes)
9. Tree diameter (inches) and species
10. Approximate location of required replacement trees.

Informational Only:

Applicant needs to provide site plan specific to parcel. This drawing will not be accepted.





COMMUNITY DEVELOPMENT IMMINENT THREAT TREE REMOVAL REPLANTING REQUIREMENTS

The following replanting requirements apply after removal:

Size of Tree Removed	Number of Replacement Trees
Coniferous 8" - 22" Deciduous 12" - 22"	1 replacement tree
22" - 32"	2 replacement trees
32" or larger	3 replacement trees
Tree sizes are measured in diameter at 54 inches up from the base	

- Replacement coniferous trees must be at least 8 feet in height.
- Replacement deciduous trees must be at least 2.5 inches in diameter.
- Replacement trees must be primarily native species. Non-native species will be considered at the recommendation of a Certified Arborist, or with City approval.
- Additional tree replacement standards may be found in SMC 21A.37.280.



Imminent Threat Tree Affidavit

TR-4 – Imminent Threat Tree Removal

This form is required for the retro-active documentation of trees removed as an imminent threat as described in TR-4 - City of Sammamish Imminent Threat Tree Removal process requirements. All the statements below must be checked and attested to by the property owner and submitted to the City for verification within 21 days of removal of a tree as an imminent threat. Signature by the property owner is required for eligibility as a permit exemption under SMC 21A.37.230.

- The conditions that prompted the removal constitute an emergency and emergency action was required.
- The date, time, and conditions of removal listed below are accurate and true. Photos have been provided.
- The risk or hazard could not have been abated by managing the tree(s) condition through pruning, cabling, or other preventative measures and the potential target(s) could not have been moved.
- A replanting plan has been provided meeting the requirements of SMC 21A.37.280.

Date of Removal: _____ Time of Removal: _____

Cause for Removal:

Property Address: _____

Property Owner Name: _____

Property Owner Signature: _____

Please attach photos on additional sheets.

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