

ARCHITECTURAL & ZONING COMMITTEE

TREE CUTTING & REMOVAL PERMIT APPLICATION

This permit does not include stump removal or tree limbing. For stump removal or tree limbing refer to the stump removal or tree limbing permits.



GLENHAVEN LAKES CLUB, INC

WWW.GlenhavenLakes.Com

664 Rainbow Drive Sedro Woolley, WA 98284

Tel (360) 595-2061

Fax (360) 595-2268

office@glenhavenlakes.com

DATE _____

DIVISION _____ BLOCK _____ LOT _____

Each property must have a separate permit (unless proof of legally combined.) Do not combine properties on one permit.

Member Name _____

Agents Name (if applicable) _____

Members Phone _____

Agents Phone (if applicable) _____

Mailing Address _____

Site Address _____

All tree cutting and removal in Glenhaven Lakes must meet all GLC standards as outlined in the A & Z Guidelines. Once approved tree removal commences, debris removal and clean up must be completed within 90 days. Each tree must be marked with colored ribbon before the A&Z meeting. Permit approval must be posted to the property before work can begin.

If tree(s) is in Glenroads right-of-way you must get Glenroads permission (glenroadsboard@gmail.com)

If it's a hazard tree "claim" fill out the following and attach supporting evidence tree(s) were a hazard

Number of hazard trees removed _____ Date hazard tree(s) were removed _____

List of supporting evidence: Arborist report _____ Pictures _____ Property damage _____

My account is paid current _____

I have read the A&Z guidelines regarding trees _____

Approval letter for my agent is included _____

I understand the A&Z committee may visit my lot _____

Permit **APPROVED** Glenroads _____ Permit **DENIED** Glenroads _____ Date _____ Reason for denial _____
GR initial GR initial

Permit **APPROVED** GLC _____ Permit **DENIED** GLC _____ Date _____
A&Z initials A&Z initials

Reason for denial GLC _____

Office signature _____

ALL PAGES MUST BE COMPLETE WITH DOCUMENTS & PICTURES ATTACHED FOR PERMIT TO BE REVIEWED

ARCHITECTURAL & ZONING COMMITTEE

TREE CUTTING & REMOVAL PERMIT APPLICATION

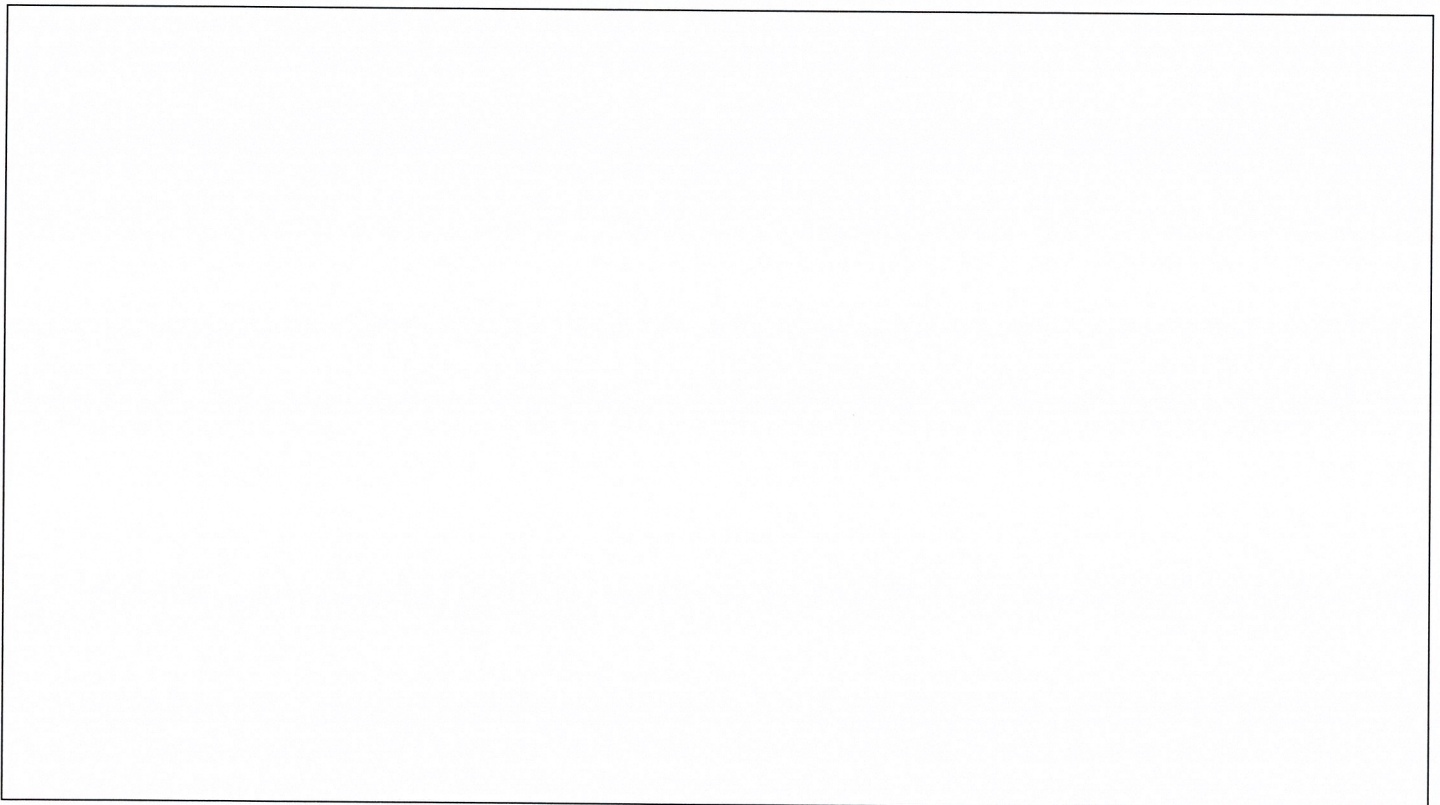
This permit does not include stump removal or tree limbing. For stump removal or tree limbing refer to the stump removal or tree limbing permits.

In the space below, make a drawing showing any existing structures on the property. Show the location of all trees and identify those proposed for limbing or removal. Number each tree on the drawing and give the reason for your request (i.e., leans toward house, unhealthy, etc.)

	<u>Tree type</u>	<u>Trunk diameter</u>	<u>Reason for removal</u>	<u>Write "hazard" if applicable</u>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Use additional sheet(s) of paper if you need more room

CLEAR DRAWING REQUIRED



ALL PAGES MUST BE COMPLETE WITH DOCUMENTS & PICTURES ATTACHED FOR PERMIT TO BE REVIEWED

9. Tree Cutting and removal

- a. Glenhaven defines a "tree" as a native, naturally occurring species commonly identified as a tree in most tree identification books and does not consider seedlings, or immature trees with a trunk diameter less than 4 inches as trees for purposes of these guidelines.
- b. Glenhaven seeks to maintain as far as practicable the older mature evergreen tree species such as cedar. Naturally growing native trees with a trunk diameter of 4 inches or more must have A & Z Committee approval before cutting.
- c. Glenhaven recognizes that less desirable tree species such as the alder may likely be replaced with a species that will enhance a property more.
- d. Glenhaven lot owners in Divisions 10 and 11 must contact Glenroads, Inc. before cutting a tree that is in the Glenroads right-of-way.
- e. No person may engage in or cause, directly or indirectly, the cutting of trees without first obtaining a permit application from Glenhaven.
- f. All tree permit applications must have a picture of the proposed trees to be cut down attached to the application.
- g. The Committee, along with the Glenhaven Board of Directors, reserve the right to request a survey if, during the review process, they deem a survey necessary
- h. Cutting trees in emergency situations where life or property is threatened may be exempt from the Pre permitting process, however, any cutting of trees must be reported within 48 hours via tree permit application with attached pictures, certified arborist report, an explanation for the emergency and any other supporting documents
- i. If the A & Z Committee, Manager, or Board of Directors determines whether a tree was cut down without emergency justification, a violation and fine may be assessed against the member. See the definition of a hazard/danger tree below.
- j. The normal maintenance of trees and vegetation include the cutting and trimming of hedges, the cutting of tall grasses, and brush or the removal of small bushes, plants, or invasive berry bushes on any lot is required.
- k. Commercially sold trees, shrubs and plants that are purchased by an owner for landscaping their developed or undeveloped lots may be planted or removed without the need for A & Z approval provided these actions improve the appearance of the lot and are not detrimental in other ways If a property owner is in doubt, they should submit a permit application to the A&Z. Species which are considered invasive should not be planted in Glenhaven.
- l. Topping of mature evergreen trees is recognized by the National Arborists Assoc. as injurious to the health of the trees. GLC will therefore require identification of alternative remedies and shall consider topping of trees as the least acceptable of such remedies.
- m. Tree cutting permit application must show an accurate plot plan specific to the lot in which the work will be done. Including the tree location, approximate diameter and the type of tree to be removed. Each tree to be removed must be marked with colored tape, prior to submitting a permit application.
- n. Written consent of the lot owner is required with the permit application if the owner is represented by an agent.
- o. The owner is responsible for ensuring all debris is removed.
- p. The A & Z Committee may require replacement with acceptable trees and landscaping as a condition of approval of the application.
- q. Once the actual tree removal begins, the cleanup of all debris must be completed within 90 days.
- r. A tree request denied may be reconsidered if the applicant has new pertinent information or if important information has been overlooked. See "Sec 7 Appeals".