



TREE REMOVAL REQUEST SUBMITTAL REQUIREMENTS

Generally, Maple Valley Municipal Code (MVMC) allows the removal of trees only after the Director of Public Works and Community Development has approved a grade-and-fill permit for the work.

However, the City will approved the removal of trees without a grade-and-fill permit when they are hazardous by virtue of being dead, dying, diseased or dangerously situated. These written approvals typically apply when hazardous trees located on property such as a native growth protection areas, open space areas or sensitive area buffers are a threat to life or property.

The request to remove a tree is usually initiated by the property owner on which the tree is located, commonly a homeowner's association. The checklist below identifies information necessary for the City to issue a written conditional approval for tree removal:

1) A letter requesting permission to cut trees and the reasons for the request.

2) A tree cutting plan containing the following information:

- A north arrow
- Parcel number or address of the property containing trees recommended for removal.
- The boundaries of the property containing trees recommended for removal.

- The identification of trees recommended for removal by common name and by a number or letter to correspond to trees referenced in the arborist's report.

3) An arborist's report prepared by a qualified professional and containing the following information:

- The identification of trees recommended for removal by common name, size (diameter at breast height) and a number or letter to correspond to trees referenced on the tree cutting plan.
- Classification of the health of trees recommended for removal.
- Estimation of the risk posed by trees recommended for removal.

Note: Qualified professionals include licensed landscape architects, certified consulting arborists, certified arborists and certified foresters.

Note: There are no limitations on emergency tree removal during storm conditions when imminent danger exists from trees falling on structures, children's play areas, or where clear hazard to life is apparent.

Contact the Department of Public Works and Community Development at (425) 413-8800 with any questions.

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