Plan and Specification Review Determination

TREE TRIM / REMOVAL APPLICATION

ACC approval includes aesthetic features only and does not imply or warrant any structural integrity. This approval is not based on an engineering review of the site plan or structure. Please note: You may need the City of Mill Creek's approval www.cityofmillcreek.com.

For MCCA Use Only
Submittal Number
Date Submitted

Inspection Notes

Property owners are responsible for determining all property lines, locations, and related easements.

Application may be mailed, emailed (info@mcca.info), or dropped off at the MCCA Office (15524 Country Club Dr, Mill Creek, WA 98012)

Applicant Information	
Name:	Ph.
Email:	
Address:	
Site Information	
Division:	Lot #:
Tree Information	
Types of Trees	
# Removed	
# Trimmed	
Reason	
Tree Replacement Information	
# Replacements	
Type of Trees	

☐ Please check box to certify trees are on your property.

Pursuant to the provision of Article VIII, paragraphs 8.1, 8.2, 8.2.1, 8.2.2, 8.2.3, 8.3, 8.3.1, 8.3.2, and 8.3.3 and Article IX of the Mill Creek Declaration of Covenants, the following determination by the Architectural Control Committee is hereby granted:

Approval subject to the following changes:

Rejected for the following reasons:

( ) Approve ( ) Reject _____ Date: _____
Condominiums & Townhomes ACC or Board Approval

( ) Approve ( ) Reject _____ Date: _____
MCCA Administration

( ) Approve ( ) Reject _____ Date: _____
Chair, Architectural Control Committee

( ) Approve ( ) Reject _____ Date: _____

( ) Approve ( ) Reject _____ Date: _____

( ) Approve ( ) Reject _____ Date: _____

TREE TRIM / REMOVAL APPLICATION

MCCA requires the replacement of trees as follows: In cases of approved removal, the Association requires replacement on a 1-1 ratio with trees in 1-gallon sized pots; unapproved removal will require replacement on a 2-1 ratio. Replacements are to be planted on private property or other locations determined by ACC. Removal of native evergreens will require replacement with native evergreens. **You may need the City of Mill Creek's approval for any native tree. If the tree is considered a "Street Tree" by the city, we will require a copy of your approved permit with the City of Mill Creek to review your application. www.cityofmillcreek.com.**

IMPORTANT: Please include a sketch of the property below showing the exact location of the proposed tree(s) to be cut. Mark trees to be considered for removal.

Proposed Tree Cutting (sketch):
Show proposed tree replacement(s), including type of tree(s). (sketch):
ACC Notes

TREE TRIM / REMOVAL APPLICATION

Basic Policy for Tree Trimming / Removal Permits

Policies

1. All trees that are 6" in diameter when measured 4.5' from the ground or larger require approval from the ACC and City of Mill Creek prior to removal.
2. Native trees such as Western Red Cedar, Hemlock, White Pine, and Douglas Fir are protected. An arborist report may be required for removal. Replacement trees are required on a 1-to-1 ratio with another native tree specified by the ACC.
3. MCCA works with an arborist to determine the type of replacement tree. The ACC may require the replacement tree(s) be planted on the resident's lot or be brought to the MCCA Office for planting in the MCCA common area, or both.
4. Residents must receive the ACC's written approval before significantly limbing or pruning native trees, or trees within Cutting Preserve. Significant limbing or pruning is defined as requiring a bucket truck or tree climber to complete OR removal of more than 20% of the tree's limbs.

Procedure

1. Homeowner submits application, marks the trees to be cut, and before starting your project, **MCCA strongly suggests contacting adjoining property owners.**
2. Committee inspects trees. If necessary, can require the applicant to provide an arborist report.
3. Application is approved or denied, and the homeowner is notified.
4. Homeowner cuts trees, disposes of limbs and rounds. Tree stumps must be removed unless aesthetically incorporated into landscaping plans. Replacement trees must be planted if required.

Applicant Signature Date

☐ Owner requests ACC Members call before entering the property for inspections or discussion of project specifics.