

HEALTHY TREE REMOVAL PERMIT APPLICATION

ABOUT HEALTHY TREE REMOVAL PERMIT

For existing single-family residential properties and existing commercial properties, a permit is required to remove a healthy significant tree. This includes pruning that removes more than one-third of the existing branches.

The number of trees allowed to be removed depends on the property's zoning, the presence of critical areas, the lot size, and the number of trees previously removed. For more information visit www.sammamish.us/trees.

HOW TO DETERMINE IF A TREE IS SIGNIFICANT

A significant tree is one that is in healthy condition, is a noninvasive species, and has a DBH per the below table.

| TREE TYPE | SIGNIFICANT TREE DBH |
|------------|----------------------|
| Coniferous | 8 or more inches |
| Deciduous | 12 or more inches |

APPLICATION REVIEW PROCESS

The application will be reviewed after submittal and applicants will be contacted if more information or corrections are needed. Once approved, a permit will be issued. Please see MyBuildingPermit.com for current processing times.

FEEES

| FEES APPLICABLE TO THIS PROJECT | |
|---------------------------------|------|
| NUMBER OF TREES BEING REMOVED | FEE |
| 1-3 | None |
| 4 or more | \$69 |

Additional hourly fees may apply if the permit is related to a code violation or the site is in a critical area or buffer.

Code Reference

Development Standards - Trees
Chapter 21A.37 SMC

Resources

[Tree Management Webpage](#)

[Tree Removal Permitting Guide](#)

[Find a Certified Arborist](#)

[King County iMap](#)

[Sammamish Property Tool](#)

Questions?

Email the Tree Removal team

City of Sammamish
801 228th Ave SE
Sammamish, WA 98075
www.sammamish.us

HEALTHY TREE REMOVAL PERMIT APPLICATION

OWNER INFORMATION

Name: _____ Company: _____
(if applicable)

Address: _____

Phone: _____ E-Mail: _____

APPLICANT/REPRESENTATIVE INFORMATION

Name: _____ Company: _____
(if applicable)

Address: _____

Phone: _____ E-Mail: _____

PROPERTY INFORMATION

Property Address: _____

Parcel Number(s): _____

Lot Size: < ¼ acre ¼ - ½ acre ½ - 1 acre 1-2 acres 2 + acres

Number of existing Number of trees Number of trees removed
 significant trees: to be removed: over the past ten years: _____

SUBMITTAL CHECKLIST

A PDF of each document is required at time of submittal. Please label files as numbered and listed below:
 (For example: 02 Site Plan)

- 01. Signed City Application Form
- 02. Site Plan ([see example](#))

CERTIFICATIONS & SIGNATURES

I understand that 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. I have read this application in its entirety and certify that all information submitted, including any supplemental information, is true and complete to the best of my knowledge. I acknowledge that willful misrepresentation of information will terminate this permit application. I understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed pursuant to [Chapter 20.05 SMC](#).

Owner Signature: _____ Date: _____

Applicant/Representative Signature (if applicable): _____ Date: _____

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ONLINE SUBMITTAL INSTRUCTIONS

- 1 Create an account on MyBuildingPermit.com.
- 2 Select "Apply For Permit" and then select "Sammamish" as the jurisdiction.
- 3 Select the following:

| <i>Application Type</i> | <i>Project Type</i> | <i>Activity Type</i> | <i>Scope of Work</i> |
|-------------------------|---------------------|--------------------------|----------------------|
| Clearing & Grading | Any Project Type | Trees or Vegetation Only | Tree Removal Permit |
- 4 Complete & save this form before uploading it in the "File Upload" section along with the required submittal documents.