



## **Instructions for the Culling or Removal of Foliage/Trees**

### **1. REQUESTER REQUIREMENTS**

- a. Identify trees that you feel are threatening property.
  - i. Photograph specific trees to be culled
  - ii. Fill out form identifying tree
    1. Size of tree – circumference
    2. Estimated height
    3. Type – spruce, tamarack, fir, maple, etc.
- b. Submit form to Ridgecrest Homeowners Association (RHA) Architectural Control Committee (ACC) by mailing to RHA official address below or hand carrying to the ACC Chairman.
  - i. Form must be signed by both owners

### **2. The ACC will respond within 30-days and accomplish the following:**

- i. Inspect tree(s) and area
  1. ACC inspects specific area in question and takes into account surrounding area for possible unforeseen consequences
  2. Compares requestors documents and photographs to what is actually found
- ii. Determine action to be taken
  1. Agree – forward to Kitsap County Community Development (KCCD) office with chain of responsibility documentation for KCCD final approval
  2. Disagree – attach letter to copy of form explaining reason

### **3. AGREEMENT - ACC FORWARD to KCCD**

- a. Once KCCD agrees
- b. Letter to requester giving permission
  - i. **TWO COURSES of ACTION**
    1. Requester can remove trees at their own risk
      - a. Leave fallen tree in greenbelt or remove wood within 30-days. This authorization is not an open ended as the whole process must be completed within 30-days.
      - b. Final report must be made to KCCD to remain credible and in compliance.
    2. If requestor cannot or does not want to remove trees then volunteers or commercial enterprise will remove tree(s) leaving fallen tree in greenbelt. If a commercial enterprise is contracted, it will be the 'association' who contracts with the company, costs of removal will be divided by 26 lot owners of the association and attached to next assessment.

### **4. DISAGREEMENT - DISAGREE with REQUESTER**

- a. Letter to requester disagreeing giving following options:
  - i. Requestor may contact RHA Board of Directors to appeal ACC decision.
  - ii. Requestor may contact KCCD for appeal to higher authority with requester paying fee.

### **5. ILLEGAL CULLING in critical area.**

- a. ACC immediately reports to KCCD.
- b. Violator subject to fine of \$500 a day until violation is corrected.

### **Ridgecrest Homeowners Association, Architectural Control Committee**

691 Bethel Avenue, P.O. Box 706  
Port Orchard, WA 98366