



## RIVIERA COMMUNITY CLUB TREE REMOVAL POLICY & GUIDELINES

(Adopted by the board of Trustees 10/27/2007, revised 3/30/2021)

The ACC-Forestry Committee meets on the second and fourth Wednesdays of every month at 9:00am. All tree removal requests must be received two (2) weeks prior to the next scheduled meeting to ensure placement on the agenda. A \$200 REFUNDABLE permit fee is required when the request form is submitted. The permit fee will be fully refunded after final inspection and approval of the project.

### **Requirements for tree removal:**

1. Requests for removal of any live tree, 6" or more in diameter at one-foot above ground, must be submitted in writing by the member of record. A form will be provided at the office or can be downloaded from the Riviera website.
2. Requests to remove trees located on waterfront, wetlands, and bluffs must comply with Pierce County Title 18E Development Regulations – Critical areas.
3. Requests for tree removal on a neighbor's property must be completed and submitted by the neighbor (member of record) or approved in writing by the legal lot owner if form is completed by owner's representative.
4. Information required from member (see tree removal request form):
  - a. Contact information: Name, site address, Section/Lot #, mailing address, phone, and email
  - b. Reason for requesting removal
  - d. Number of trees to be removed
  - e. All property corners must be clearly marked
  - f. Trees requested for removal must be tagged/flagged accordingly
  - g. Detailed plot plan submitted showing location of trees to be removed.
5. The Forestry Committee will review the submittal, complete a site inspection, issue a permit if approved, and determine if any reforestation will be required based on the number and nature of trees to be removed. If reforestation is required, the minimum height of replacement tree(s) shall be at least 3' tall, of a type listed on the attached Approved Replacement Trees list, and from commercially grown nursery stock. Member must maintain the tree(s) in good health and replace trees that do not grow in a healthy manner.
6. Permits are valid for 90 days from date of issuance and will be posted on the property within two (2) business days following committee approval. Permit shall remain posted until final inspection has been completed by the ACC-Forestry Committee. Any trees removed prior to permit issuance or after permit has expired shall be subject to fines as outlined in Section 7.15 of the Riviera CC&R's.
7. If the tree removal request is denied, a letter will be sent to the requesting member with reasons for the denial and instructions for resubmission for approval. If member does not agree with the final decision of the ACC-Forestry Committee, member can appeal to the Riviera Board of Trustees for review.
8. Clean up requirements: all products of downed trees (i.e., branches, limbs, logs, etc.,) are to be disposed of prior to members request for final inspection. Split firewood and rounds left for firewood must be neatly stacked.



**ACC-FORESTRY APPROVED REPLACEMENT TREE LIST**

**Coniferous Trees:**

- Douglas Fir
- Grand fir
- Madrone
- Shore Pine
- Sitka Spruce
- Western Hemlock
- Western Red Cedar
- Western White Pine
- Western Yew

**Deciduous Trees:**

- Bigleaf Maple
- Bitter Cherry
- Black Cottonwood
- Choke Cherry
- Garry Oak (Oregon White Oak)
- Oregon Ash
- Pacific Crabapple
- Pacific Willow
- Pacific Dogwood
- Quaking Aspen
- Western Red Alder

PLEASE NOTE: Additional approved tree species may be added to this list in the future. Member may submit request to use replacement tree species not on this list, but all requests must be approved by the ACC-Forestry Committee prior to planting.



# ACC-FORESTRY TREE REMOVAL REQUEST FORM

**Member must complete this form and return to Riviera office or email to [FORESTRY@RivieraClub.org](mailto:FORESTRY@RivieraClub.org)**

Member Name \_\_\_\_\_ SECTION/LOT# \_\_\_\_\_ Date \_\_\_\_\_

Site Address: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor or Tree Removal Company: \_\_\_\_\_

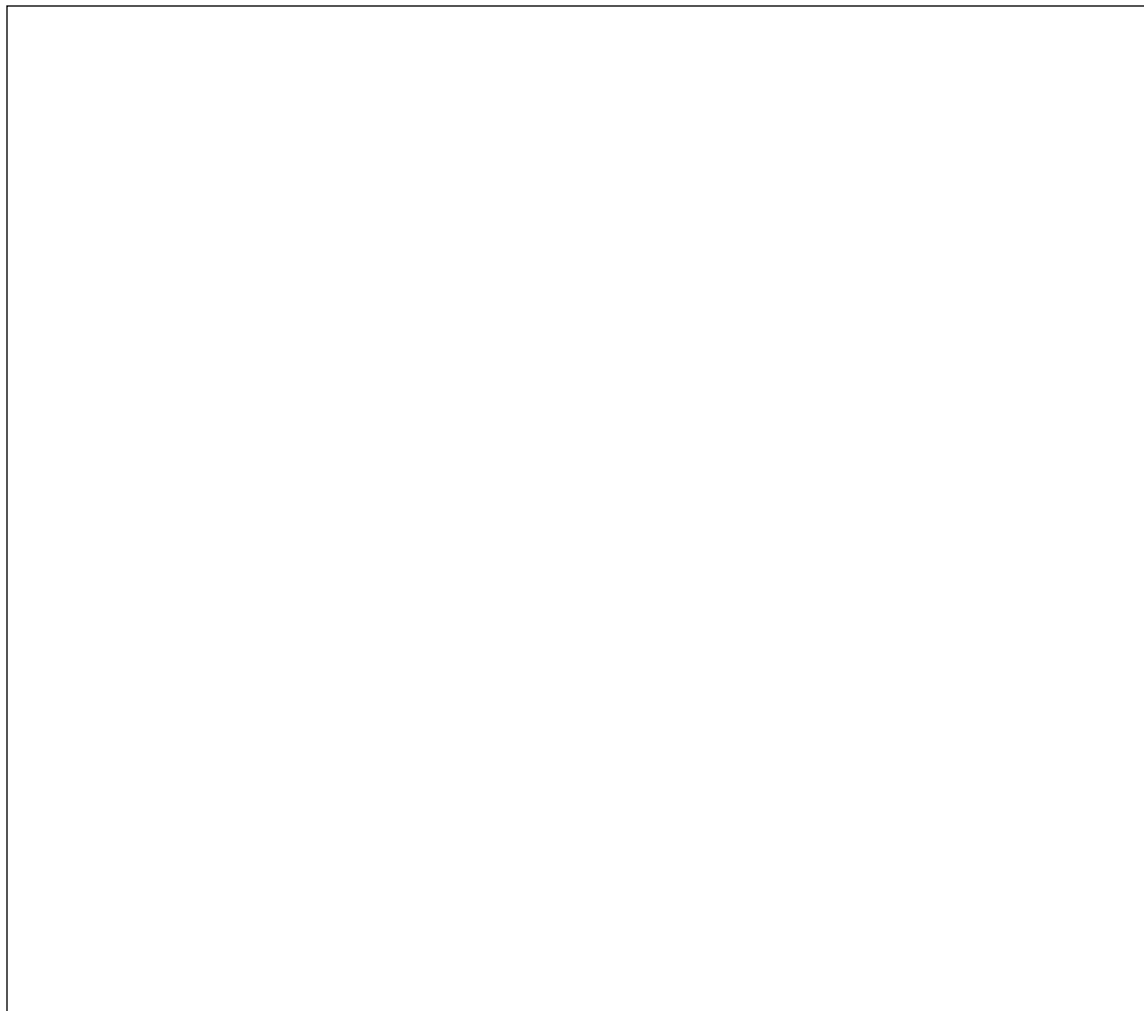
Company Contact (name, phone, email): \_\_\_\_\_

Number and species of trees over 6" diameter to be removed: \_\_\_\_\_

Reason(s) for tree removal: \_\_\_\_\_

\_\_\_\_\_

**Plot Plan:** Include the four corners of the lot, any structures, and the locations of the trees to be removed.



NORTH



Septic Drain Field



Concrete or Asphalt



Tree(s) to be  
Removed

R

Location for Tree(s)  
Replacement  
(if required)

PL = Property Line

Completed forms can be submitted to the Riviera Office or emailed to [Forestry@RivieraClub.org](mailto:Forestry@RivieraClub.org)

For questions, please email [Forestry@RivieraClub.org](mailto:Forestry@RivieraClub.org) or call 253-884-4093.