

**Approved Medina Tree  
Activity Permit Plan**

06/14/2023

**Andy Crossett**  
Medina Tree Consultant

**Administrative Tree  
Activity Permit**

**T-01**

*Instructions: Complete this form for the following:*

- The property is designated as under development (MMC 20.52.100)
- Removal of any significant tree on private property having a 6-inch DBH and larger size that is not a legacy tree
- Removal of any non-significant tree on private property within 200 feet of the shoreline having a 6-inch DBH and larger size that is not a legacy tree
- Removal of a hazard tree from the city right-of-way

<input type="checkbox"/> New Application	<b>Staff Only</b>	Date Received:	By:	Permit No.
<input type="checkbox"/> Supplemental				<b>TREE-23-028</b>

<b>Property Information</b>			
Property Address:	Check if tree is:		
Tax Parcel No.	<input type="checkbox"/> Within 200 feet of shoreline	<input type="checkbox"/> Within a critical area (MMC 20.50)	

<b>Legal Property Owner Information</b>			
Name:	City	State	Zip
Mailing Address:	Email:		Phone:

<b>Contact/ Agent Information</b>	
Name:	Email:
Address:	Phone:
Contractor Information	Email & Phone:

<b>Project Information</b>	
Is the property under development? <input type="checkbox"/> Yes <input type="checkbox"/> No	Check One: <input type="checkbox"/> Application is for tree performance standards (attach form T-01a) <input type="checkbox"/> Application is for tree restoration standards (attach form T-01b)

<b>Application Submittal Checklist</b>				
The following materials are required for a complete application:				
Copies	Material to be submitted	Applicant	N/A	City
2	This form completed.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	Proof of ownership.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	Declaration of Agency.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Completed T-01a form if performance standards apply (See MMC 20.52.130).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Completed T-01b form if restoration standards apply (See MMC 20.52.150).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Tree removal and planting plan (required for tree performance standards).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Tree protection measures (required for properties under development).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	Critical Areas Report (if applicable).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	City Hazard Tree Assessment (if applicable).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I declare under penalty of perjury that I am the owner of the above property or the duly authorized agent of the owner(s) and that all applicable information furnished in support of this application is true, correct and complete.

Print Name: \_\_\_\_\_  Owner  Agent (check one)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>City Use Only</b>			
Application Fee:	Receipt #	Planning Review:	/ /
Tech Fee:	Date paid:	Tree Consultant Review:	/ /
Advanced Deposit:	<input type="checkbox"/> Check if issued same day as submittal	Final Inspection:	/ /

Rev. 07.31.2015



Project Address \_\_\_\_\_ Parcel No. \_\_\_\_\_

I/We \_\_\_\_\_ do hereby declare and affirm that I/we are:

- the owners or contract purchasers of the above property
- an officer or representative of \_\_\_\_\_, a Washington corporation or trust which is the owner of the above property. I am duly authorized by this entity to represent the above property in matters of ownership, land use, and construction. Attached, please find a copy of the Power of Attorney or other document by which I have been appointed.

**AGENCY**

I/We are applying for one or more permits for development of the above property. I/We understand that the proposed work may also include additional permits for land use approvals.

For the purposes of applying for the applicable permits and managing the owner's responsibility for compliance with the approved plans and any land use permits associated with this project, I/we

- will act as my own agent
- do hereby appoint \_\_\_\_\_ to act as my agent in dealing with the City of Medina in all acts and decisions related to processing the application for permit, review and approval of the application, authorization of revisions, and coordination of required inspections and project approvals.

**AGREEMENT TO CONDITIONS**

I/We agree as a condition of this permit:

- To comply with all applicable codes, ordinances, laws and conditions of approval in effect at time of permit issue.
- To ensure that all work shall be done in accord with the approved plans and specifications, which shall not be modified without the prior approval of the Building Official. I/We will provide all data and details of revisions to the approved plans to the City prior to undertaking any work that differs from the approved plans. The official approved plans for the project shall be those plans that are stamped and dated as approved by the City of Medina.
- To inform all contractors, subcontractors and workers of these conditions and any project mitigation requirements agreed to, and I/we will enforce compliance thereto.
- To maintain the approved plans, all correction notices, all inspection reports, and all permit documents on the project site and readily available to the inspectors.
- To ensure that requests are made to the City for the required inspections. Failure to notify the Development Services Department that the work is ready for inspection may necessitate the removal of some of the construction materials at the owner's expense in order to perform required inspections.
- To cause all certifications required by the City to be completed and to reconcile the permit fees upon completion of the work. I/We understand that the City will not issue a Certificate of Completion or a Certificate of Occupancy until these documents are completed.
- I/We acknowledge that consultant fees may be incurred as a result of the review and inspection of the proposed work. I/We agree to be responsible for the payment of these fees and understand that the payment of these fees is required prior to issuance of a Certificate of Occupancy.

**SALES TAX**

All contractors and vendors must report sales taxes for transactions in the City of Medina on quarterly \combined excise tax returns. The 4-digit location code for the City of Medina is 1718.

**OWNER OR OFFICER/REPRESENTATIVE NAME AND SIGNATURES**

I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE REQUIREMENTS.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_



Instructions: Use this form when removing a significant tree on private property that is not under development and you are using the restoration requirements in Medina Municipal Code 16.52.110. File No. [ ] New [ ] Addendum

Project Information

Estimated date of tree removal:

List the trees being removed and their diameter breast height. Use the table to calculate the number of restoration trees required to be planted. Attach additional worksheets if necessary.

Table with 4 columns: No., Tree, DBH, Check the restoration standard that applies. Includes a table 16.52.110 with DBH of Tree being Removed and Restoration Requirement. Total Number of Restoration Trees to be Planted: 5

Leyland Cypress within critical areas/shoreline. Leyland cypress is not considered significant in Medina. Report attached from Symbiosis Tree Care with a summary of the proposed work and replanting recommendations.

Check selected option: [ ] I am providing a site plan drawing showing the trees being removed and a conceptual tree restoration planting plan drawing. [ ] In lieu of a tree restoration planting plan drawing, I am providing a picture(s) of the tree(s) being removed and will schedule a pre-tree removal meeting with the city tree consultant. Please call the Development Services Coordinator at 425-223-6414 to schedule this. [ ] If this box is checked, the applicant is authorized to remove subject tree(s) with less than 10 days' notice pursuant to MMC 16.52.150(A)

Site Plan Drawing showing location of subject trees and plantings (attach sheet if necessary)

- Staff: Conditions of Approval: 1. Tree removal is authorized for only the tree(s) specified in the application. The City tree consultant may approve changes to the tree species and locations of the restoration trees consistent with the Medina Municipal Code. 2. Tree species for restoration credit shall be selected from the appropriate Medina Suitable Tree Species List. 3. The applicant is responsible for all costs associated with removing and planting of restoration trees. The owner of the property shall take measures to ensure the restoration trees remain healthy and viable, and within the next five years shall replace any restoration trees that do not remain healthy or viable. 4. A copy of this permit shall be kept on site at all times and shall be produced upon request 5. Final approval of the tree plantings is required to be obtained from the City. Call the inspection line at (425) 233-6417 to schedule a final inspection. 6. This permit shall expire after 18 months from the later date of the decision being issued or an appeal becoming final.

I have read and agree to the above terms of the conditions of approval. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Thank you for submitting the permit documentation. There are a few items that will need corrected before I can proceed. Both pages of the t-01b application and the owners declaration of agent will need to be signed.

I declare under penalty of perjury that I am the owner of the above property or the duly authorized agent of the owner(s) and that all applicable information furnished in support of this application is true, correct and complete.

Print Name: Julie D. Zylstra  Owner  Agent (check one)

Signature: *Julie D. Zylstra* Date: 6-8-23

**OWNER OR OFFICER/REPRESENTATIVE NAME AND SIGNATURES**

I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE REQUIREMENTS.

Signature *Julie D. Zylstra* Date 6-8-23

Name Julie D. Zylstra

**I have read and agree to the above terms of the conditions of approval.**

Signature: *Julie D. Zylstra* Date: 6-8-23

I also reviewed Mr. Fickeisen's report and while he made recommendations for replacement, he did not provide a replacement plan. We will need a simple site map of the area where the trees will be removed that also shows the species of replacement trees and where they will be planted. Example below.



Kurt Fickeisen  
13024 37th Ave. NE  
Seattle, WA 98125  
(206) 841-3158  
kurtfick@gmail.com

Julie Zylstra  
2611 Evergreen Point Road  
Medina, WA 98039

June 12, 2023

Dear Julie Zylstra,

Property located at 2611 Evergreen Point Road in Medina Washington contains a single-family home along with mature trees on or near the house. Questions regarding the condition of a group of Leyland cypress (*Cupressocyparis leylandii*) adjacent to Lake Washington arose.

On May 16, 2023, Kurt Fickeisen from Symbiosis Tree Care came to the 2611-property to inspect and evaluate the group of cypress.

This report provides an assessment of the condition of these trees.

Based on findings, recommendations for conflict mitigation are provided. Please see Assumptions and Limitations for this report (**Assumptions and Limitations**).

## Summary

Eight Leyland cypress grow on property at 2611 Evergreen Point Road in Medina Washington. Six of these cypresses show signs of good structure and health, but two cypresses are dead standing trees.

The City of Medina excludes Leyland cypress from designation as Significant Trees and recommends removal of this species from private property. New trees should be planted as replacements.

Potential trees to plant as replacement trees are listed in Recommendations.

## Observations

The 2611-property contains a single-family home along with property that extends westward to Lake Washington. Mature trees grow on or adjacent to the house and property. A group of eight Leyland cypress are located on the property and grow adjacent to a single-family home at 2617 Evergreen Point Road (**Figure-1**).

- All trees are identified by assigned number in Figure-1

Photo-1 to Photo-4 provides images of these trees (**Photo-1 to Photo-4**).

- Photo-3 identifies these trees as viewed from the 2617-property, and
- Photo-4 identifies these trees looking westward or as viewed from the slope above Tree #8

The eight inspected cypress are described in a spreadsheet provided in Figure-2 (Figure-2). The description in Figure-2 provides information on

- Tree common and scientific name.
- Trunk diameter, measured at 54-inches above grade.
- Radial canopy spread, or the distance from the trunk to the canopy edge.
  - Overall diameter is also provided.
- Comments including tree height and trunk distance from the 2617-property house.

Tree #1, Tree #2, Tree #4, and Tree #6 to Tree #8 are living trees and show signs of fair to good health and structure.

Tree #3 and Tree #5 are dead standing trees interior to the group of eight cypress trees.

## Discussion

### Significant Trees

The City of Medina Washington designates trees as Significant Trees and Significant Trees are eligible for credit as supplemental or restoration trees.

Leyland cypress trees are excluded from this list or designation. When possible, removal and replacement of this species on private property is recommended.

## Conclusion

The eight Leyland cypress trees on the 2611-property consist of six living trees in fair to good condition and two dead standing trees south or southeast of property at 2617 Evergreen Point Road.

The City of Medina Washington excludes Leyland cypress from status as Significant Trees and recommends removal of this species when possible.

After removal of this species from the property is complete, planting of new replacement trees is recommended to restore and or improve canopy cover that acts as a barrier between properties.

## Recommendations

Remove the eight inspected Leyland cypress from the 2611-property and grind stumps below grade.

Generated stump chips should be saved in location on the property to provide organic matter to enhance the growth of newly planted trees.

While branches may be hauled offsite, they may also be shredded and generated wood chips may be retained on property to enhance growth of newly planted trees.

Trunks of trees more than 6-inches diameter may be hauled offsite or retained as habitat logs and placed between existing trees currently on the parcel or in a nearby native growth area to the south.



## Replacement Trees

To replace living trees on the property, six new trees should be planted in the approximate location the existing Leyland cypress grew.

Since the distance between Tree #1 and Tree #8 is 62-feet, newly planted trees should be spaced approximately 10-feet apart.

Possible replacement trees include.

- Western serviceberry (*Amelanchier grandiflora*). The tree has a height of 15 to 25-feet at maturity.
- Hinoki cypress (*Chamaecyparis obtuse*). The tree has a height of 15 to 25-feet at maturity, however some varieties can grow taller.
- Swiss Stone Pine (*Pinus cembra*). The tree is 40-foot height at maturity.
- Japanese red pine (*Pinus densiflora*). The tree has a height of 10 to 20-feet at maturity.

If other tree species are desired, the Great Plant Picks website can provide a search function with other options.

- Website link: <https://www.millergarden.org/about-us/great-plant-picks/>

If possible, new tree planting should take place in the fall since this period is best for new root growth.

When the new trees are planted, they will require supplemental water during summer months (July to September) for the first three years after planting.

- Use of tree water bags is a good way to provide slow-release water for trees.

If you have questions about the contents of this report, contact Symbiosis Tree Care.

Sincerely



Kurt Fickeisen

International Society of Arboriculture™ (ISA) Certified Arborist # RM-451A  
American Society of Consulting Arborists Registered Consulting Arborists© # 472



*ASCA* AMERICAN SOCIETY of  
CONSULTING ARBORISTS



Figure-1



Leyland Cypress to be removed.

Per Mr. Fickeisen's arborist report, six (6) trees must be planted to replace lost canopy.

No generated tree debris allowed in the lake.

King County iMAP Aerial Image



**Figure-2**

Tree #	Species (Common Name)	Species (Scientific Name)	DSH (In.)	Canopy Spread Radius (Ft)	Comments
1	Leyland cypress	x Cupressocyparis leylandii	27.8	20	69.5 feet tall, 20 feet from 2617 property house
2	Leyland cypress	x Cupressocyparis leylandii	28.1	25	20 feet from 2617 property house, 2.2 feet from Tree #1
3	Leyland cypress	x Cupressocyparis leylandii	5.7		Dead standing tree east of Tree #2
4	Leyland cypress	x Cupressocyparis leylandii	21.8	21	23 feet from 2617 property house
5	Leyland cypress	x Cupressocyparis leylandii	3		Dead standing tree east of Tree #4
6	Leyland cypress	x Cupressocyparis leylandii	16	20	Southeast of 2617 property tram line
7	Leyland cypress	x Cupressocyparis leylandii	12.5	18.5	Southeast of 2617 property tram line
8	Leyland cypress	x Cupressocyparis leylandii	10.3	18	Southeast of 2617 property tram line

Photo-1

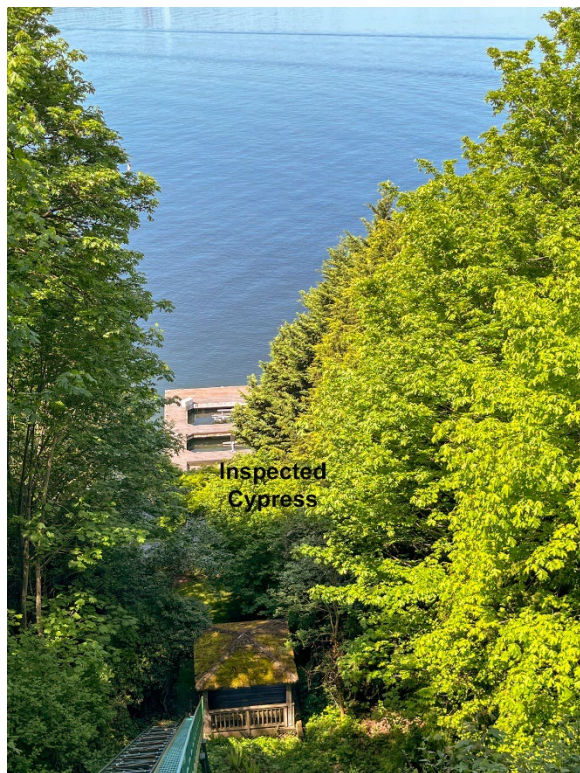


Photo-3



Photo-4



Photo-2



## Assumptions and Limitations

### ASSUMPTIONS AND LIMITING CONDITIONS

#### Kurt Fickeisen

International Society of Arboriculture (ISA) Certified Arborist #RM 451A

American Society of Consulting Arborists Registered Consulting Arborist #472

Owner Symbiosis Tree Care LLC

1. Any legal description provided to the consultant is assumed to be correct. Any titles and ownerships to any property are assumed to be good and marketable. No responsibility is assumed for matters legal in character.
2. All existing encumbrances, and assessments, if any, have been disregarded (unless otherwise noted), and the trees are evaluated as though free and clear, under responsible ownership and competent management. It is assumed that no violations of applicable governmental regulations have occurred.
3. Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible, however, Symbiosis Tree Care can neither guarantee nor be responsible for the accuracy of information.
4. Symbiosis Tree Care shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in our fee schedule and contract of engagement.
5. Loss or alteration of any part of this report invalidates the entire report.
6. This report shall be used for its intended purpose only and by the parties to whom it is addressed. Possession of this report does not include the right of publication.
7. Neither all or any part of the contents of this report, nor copy thereof, shall be conveyed by anyone, including the client, to the public through advertising, public relations, news, sales, or other media, without the prior expressed written or verbal consent of Symbiosis Tree Care.
8. This report and any values expressed herein represent the opinion of Symbiosis Tree Care. Our fee is in no way contingent upon any specified value, a result or occurrence of a subsequent event, nor upon any finding to be reported.
9. Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
10. Unless expressed otherwise: 1) information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection, and 2) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring.
11. There is no warranty or guarantee, expressed or implied that problems or deficiencies of the tree or other plant or property in question may not arise in the future.
12. The right is reserved to adjust tree valuations if additional relevant information is made available.