



# Kilkare Woods Association Tree Removal Authorization

(policy is on the reverse side)

(One tree per form)

1 - Property Owner/Requestor and signature: \_\_\_\_\_

2 - Property Address: \_\_\_\_\_

3 - Location of tree on property (proximity to structures/property line): \_\_\_\_\_

4 - Tree type or, if not known, description and condition: \_\_\_\_\_

5 - Why does tree need to be removed: \_\_\_\_\_

6 - Diameter of trunk measured 1 foot above ground: \_\_\_\_\_

Additional notes (if required, including any supporting opinions) \_\_\_\_\_

Tree must be inspected by 3 Board Members and all concur that tree should be removed.

Signatures of KWA Board Members	Print Name	Date of Inspection
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1 - _____	_____	_____
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2 - _____	_____	_____
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3 - _____	_____	_____
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Instructions: Property owner fill out sections 1 to 6 and, if necessary, attach additional notes to

support the removal of the tree including notes from an arborist or similar specialists. Trees that are less than 6 inches diameter measured one foot above ground require no authorization. Please provide a copy to KWA, PO Box 96, Sunol, CA 94586 and keep a copy for your records.

## **KILKARE WOODS ASSOCIATION**

### **TREE CUTTING POLICY**

#### **BACKGROUND: RATIONALE FOR TREE CUTTING POLICY and FINES FOR VIOLATIONS**

Our trees affect scenic beauty, erosion control, wildlife, shade, privacy, and property values for Kilkare Woods Association.

Please note that Kilkare Board Members are not arborists. Their decisions are based on their best judgement as volunteer members of the Kilkare Woods Association Board.

#### **Policy:**

**All KWA residents and lot owners seeking to remove or significantly prune any living tree on their property that is greater than 6 inches in diameter (approximately 18 inches in circumference) measured one foot above ground level requires three KWA Board Members to inspect the tree and sign a KWA Tree Removal Authorization Form before any tree work is performed. The board members shall include one board member from the district involved and a KWA officer. Trees that have been planted by the current owner are considered exempt.** The property owner must forward the completed Tree Removal Authorization Form to KWA (PO Box 96, Sunol, CA 94586) and keep a copy for their records.

A KWA Tree Removal Authorization Form may only be requested by the owner of the property that the tree is located on. An Exception MAY be granted if a tree on a non-resident neighbor's property poses an immediate safety threat and attempts to contact the non-resident property owner are unsuccessful. Requires requesting party to submit evidence to KWA that due diligence to contact the non-resident property owner has been exercised.

#### **Tree Concern Process in KWA Common Areas:**

If a KWA property owner has concerns about the health or safety of a tree in Common Areas (KWA owned property) the owner may submit a written request to Kilkare Woods Association Board identifying the tree, and describe in detail what the OWNER believes is wrong with the tree and the history of problems with the tree.

The Tree Concern Process in KWA Common Areas is not intended to address disputes between individual Owners of adjoining neighboring lots concerning trees located on those individual lots but not in Kilkare Woods Associations Common Areas.

#### **Reasons for authorizing tree removal;**

- The tree is dead.
- The tree is diseased or dying (e.g. the tree still has some signs of life) it is the responsibility of the homeowner to get a written evaluation of the tree by a Licensed Arborist
- The tree poses a safety threat to the homeowner's property or their neighbor's property
- The tree poses a safety threat to individuals or vehicles passing on the street adjacent to the homeowner's property.

#### **Fines**

Unauthorized tree cutting or pruning = one year's dues **per tree.**