

Resident Tree Removal Policy

- 1. Policy Accountable Owner: Open Space Committee and Genesee Fire & Safety Committee**
- 2. Policy Name: Resident Tree Removal Policy**
- 3. Purpose for policy:** To clarify the required processes and approvals for residents removing trees in Genesee.
- 4. Policy details:**
 - a. Background:
 - i. Tree removal on Genesee private property requires approvals as set forth by the established policies and procedures approved by the Genesee Foundation Board of Directors.
 - ii. The Open Space Manager will review all applications for tree removal.
 - iii. With respect to the preservation, protection, and enhancement of the natural environment, counterbalanced by resident safety, the removal of trees from a resident's private property and/or from Open Space is allowed. These tree removals should promote tree/forest health, resident safety, prudent management of fire risk, and the aesthetic integrity of Genesee; and
 - iv. Removals must have been properly approved using one of the procedures in this policy.
 - v. All Tree Removal requests initiated by residents must be accompanied by the appropriate tree removal form found at www.GeneseeFoundation.org. This includes photos of the trees to be removed, an overhead map showing tree locations, & property parcel lines.
 - b. **Tree Removals on Private Property that do NOT require ARC approval**
 - i. The Open Space Manager can authorize removal of the below tree(s) without ARC approval. Resident is still required to provide the appropriate form, photos, and map.
 1. Hazard Tree(s) - A tree that presents an immediate danger of falling on buildings, roads, private drives, or trails
 2. A tree growing through an existing deck
 3. Fire hazard of 12 or fewer trees defined as follows: a conifer or any other flammable tree species with a diameter of 16 inches or less measured at 4.5 feet from the ground and is within the defensible space of the structure
 4. Bark Beetle or Dwarf Mistletoe Infested Trees - The Open Space Manager may approve immediate removal of 12 or fewer infested/infected trees without ARC approval if said tree(s) provide an immediate threat to other surrounding trees.
 5. Small Trees-Private property owners may remove trees of 4-inches or less in diameter (measured 4.5 feet above the ground) without any submission to the ARC.
 6. Dead Aspens-Private property owners may remove dead aspen trees without any submission to the ARC. Resident must provide proof to the Foundation office that the aspen tree is dead and will not recover. This can be done with a photo sent to the Open Space Manager.
 7. Dead trees other than Aspen-Removal of any other dead tree(s) requires the approval of the Open Space Manager.
 8. Any other tree removal requests must be submitted to and approved by the ARC prior to cutting.
 - c. **Removal of Trees on Open Space that are not part of a Defensible Space Plan**

- i. There is no requirement to provide a certified defensible space plan for 7 or fewer trees that are:
 1. On Open Space
 2. 16 inches in diameter or less measured at 4.5 feet from the ground
 3. Within 100 feet of a structure.
- ii. The ARC and Open Space Manager must approve any application for tree removal on Open Space.
- iii. The property owner must submit a completed Open Space Tree Removal form with photos of the trees to be removed and a map indicating parcel lines of the Owner's lot and neighboring lots. The map should indicate the location of the trees with an "x".
- iv. Upon receipt of the completed tree removal forms and supplemental documentation, the Foundation Office will post a sign on the property for 5 days, during which time neighbors may make comments for ARC consideration.
- v. Assuming these steps have been followed, the ARC will approve the tree removal at its next meeting following the 5-day posting period. Notice of this decision will be given within 30 days of the submission.
- vi. ARC Standards concerning construction apply. Refer to Section 5 of the ARC standards; <https://tinyurl.com/mpcunu9s>
- vii. The property owner must notify the Foundation Office at least one day before tree cutting on Open Space
- viii. The private property owner must submit evidence of the tree removal contractor's liability insurance and worker's compensation insurance.
- ix. Applicant should submit a copy of the tree service contract with all other submission forms. The following specifications should be included in the contract for tree removal on Open Space:
 1. Stumps from cut trees will not be higher than 4 inches.
 2. Contractors must carry fire extinguishers at all times and take care not to damage other trees, vegetation, or soil.
 3. Contractor is required to restore any disturbance to similar or better condition. Often this will require reseeding; Genesee Native Grass mix must be used to restore grass
 4. Tree and debris removal must be completed within 3 months of the approval date
- x. The property owner must notify the Foundation Office when the work is completed on Open Space. The ARC and/or the Open Space Manager may inspect the work prior to the next meeting after receipt of the Notice of Completion.
- xi. The private property owner is responsible for all costs including tree assessment, marking, cutting, tree removal, slash removal, and any follow-up inspections or reviews.
- xii. Any damage caused to Open Space or private property as part of the project is the financial responsibility of the private property owner.

d. Tree Removal as part of a Certified Defensible Space Plan or Wildfire Prepared Home Assessment

i. Private Property:

1. The Genesee Foundation encourages and supports residents removing hazardous fire fuels to create defensible space around their homes. The resident must commit to execute, in its entirety, the tree removal outlined in the plan.

2. The Genesee Foundation and the ARC recognize defensible space plans created by professionals trained and certified through the Wildfire Prepared Home Assessment program.
3. Resident must provide the ARC with a defensible space plan produced by a Jefferson County certified defensible space professional OR a Wildfire Prepared Home Assessment certified professional to remove trees within their defensible space that are located on Open Space and/or private property. A defensible space plan must consist of:
 - a. A site plan that includes a survey, ILC, or PDF map (such as Jefferson County's JMAP) showing property lines for the subject property and adjacent lots and the location of the requested removal trees.
 - b. Justification for the tree removal referencing “The Home Ignition Zone” published by the Colorado State Forest Service in 2021. This policy will recognize future guides/publications that succeed the 2021 version.
4. The certified professional must evaluate and mark the trees to be removed on both private property and Open Space. At least 2 working days prior to a scheduled onsite appointment with a certified professional to prepare the defensible space plan, the property owner must notify the ARC by email to arc@geneseefoundation.org. An ARC member may choose to visit the property prior to the appointment or at the same time, for the purpose of marking trees that the ARC would prefer to preserve. The qualified defensible space professional will take the ARC markings into account, but shall have the right, in consultation with the homeowner, to overrule the ARC for fire safety purposes.
5. The certified professional will mark trees to be removed with flagging tape or paint.
6. The Foundation will post the property for a period of five days to allow input from neighbors.
7. Assuming these steps have been followed, the ARC will approve the defensible space plan at its next meeting following the 5-day posting period.

ii. **Open Space:**

1. Must include requirements 4.d.i.1-7 (above)
2. The ARC and the Open Space Manager must approve any application for tree removal on Open Space
3. Upon receipt of the completed tree removal forms and supplemental documentation, the Foundation Office will post a sign on the property for 5 days, during which time neighbors may make comments for ARC consideration.
4. Assuming these steps have been followed, the ARC will approve the tree removal at its next meeting following the 5-day posting period. Notice of this decision will be given within 30 days of the submission.
5. ARC Standards concerning construction apply. Refer to Section 5 of the ARC standards; <https://tinyurl.com/mpcunu9s>
6. The property owner must notify the Foundation Office at least one day before tree cutting on Open Space
7. The private property owner must submit evidence of the tree removal contractor’s liability insurance and worker’s compensation insurance.
8. Applicant should submit a copy of the tree service contract with all other submission forms. The following specifications should be included in the contract for tree removal on Open Space:

- a. Stumps from cut trees will not be higher than 4 inches.
 - b. Contractors must carry fire extinguishers at all times and take care not to damage other trees, vegetation, or the soil.
 - c. Contractor is required to restore any disturbance to similar or better condition. Often this will require reseeding; Genesee Native Grass mix must be used to restore grass
 - d. Tree and debris removal must be completed within 3 months of the approval date
9. The property owner must notify the Foundation Office when the work is completed on Open Space. The ARC and/or the Open Space Manager may inspect the work prior to the next meeting after receipt of the Notice of Completion.
 10. The private property owner is responsible for all costs including tree assessment, marking, cutting, tree removal, slash removal, and any follow-up inspections or reviews.
 11. Any damage caused to Open Space or private property as part of the project is the financial responsibility of the private property owner.
 12. If a resident is completing this work on their own (Not hiring a contractor) they are required to follow the procedures outlined in the “Resident Wildfire Mitigation Actions” policy which includes signing a waiver
 - a. If the work is technical in nature, the Genesee Foundation can require liability insurance be provided naming Genesee Foundation as insured

APPROVED BY: Board of Directors

SUPERCEDES: Versions 2011, 2017, 2018

REVIEW DATE: April 27, 2022

EFFECTIVE DATE: 2006

NEXT REVIEW DATE: 3 years (2025)