

**When do I need to get permit for tree removal?**

- Removing and pruning any trees in the NGPE area
- Removing any trees that are at least six inches or greater Diameter at Breast Height (DBH). DBH refers to the tree diameter measured at 4.5 feet above the ground.

**Can I obtain a single permit to remove multiple trees on a lot, tract, or parcel?**

The city will accept one application per lot, tract, or parcel to remove multiple trees.

**Can I remove hazardous protected and nonprotected trees prior to obtaining a permit under emergency conditions?**

Removal could occur under the Emergency Removal provisions in [IMC 18.812.050\(D\)](#). Emergency conditions include immediate danger to life or dwellings or similar stationary and valuable property.

Emergency removal may occur when the following conditions are met:

1. An application for a tree permit is made to the Department the business day following the unpermitted action
2. In determining whether the situation posed an emergency condition, the city may require that the applicant provides evidence of imminent threat, including TRAQ forms prepared by a qualified professional arborist, photographs, video, and/or other substantiating evidence
3. The stump for the removed tree must remain available for city inspection.
4. Replacement trees must be provided
5. Please note that if the city determines that the tree(s) did not pose an emergency condition, the owner may be cited for a violation of the terms of this chapter.

**What can I do if the roots of my neighbor's tree are encroaching on my property?**

This is a neighbor-to-neighbor issue. The general rule is that an owner can cut roots and branches that are encroaching on his/her property up to the property line at his/her own expense.

If the tree straddles the property line, he/she has a duty to not kill or injure the tree. The trimming owner is responsible for disposing of the trimmed parts of the tree.

**What are the steps to get approval for tree pruning on rim lots?**

For the tree pruning in the steep slope NGPE, the request needs to identify why the pruning is necessary from an arborist's perspective. Also, it should show that the removal of branches is required for the health of the forest.

You can only receive approval for pruning if the work is necessary for the viability of the trees and surrounding forest health, and that there will be no impact to the slope conditions, or if the slope conditions warrant the removal to provide geotechnical stability.

In addition to an arborist report, an assessment from a geotechnical engineer may be necessary to confirm that any proposal will not impact the stability of the slope.

For tree removal, please follow the steps below.

- Check out the Community Planning & Development Department's Tree Permits webpage, available here [Tree Permits | Issaquah, WA - Official Website \(issaquahwa.gov\)](https://www.issaquahwa.gov/TreePermits) to obtain information about Tree Permit procedures, including the [Tree Permit Submittal Requirements](#).
- Check out the Tree Permit webpage which includes Additional Resources and FAQs.
- Please note, the city **is not accepting applications via the TreeQ email**. All permits need to be submitted via [mybuildingpermit.com](https://mybuildingpermit.com).
- Please do not use the TreeQ email for general communication.

Daniel Martinez will continue to be the primary reviewer for Tree Permits, so you are welcomed to contact him, and general inquiries should go to [cpd@issaquahwa.gov](mailto:cpd@issaquahwa.gov).

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- Finally, one permit application is required for each lot, tract, or parcel.
- After you receive your permit, please fill out the [Exterior Alteration Request](#) form and add the permit number in the description section. Please send this form to [imen.snz@gmail.com](mailto:imen.snz@gmail.com) and [hoa.montreux@gmail.com](mailto:hoa.montreux@gmail.com) before starting your project. This helps us to keep track of tree removal in the community and add it into our record.