



***Timber Creek Homeowners Association***  
***P.O. Box 494***  
***Sisters, Oregon 97759***

***Architectural Review Committee***  
***Tree Removal Application***

The Timber Creek Homeowners Association's Architectural Review Committee (ARC) exists to maintain high standards in design, development and appropriate oversight of properties within the Association's boundaries. When an owner wishes to remove a tree, an application shall be made to the ARC by using this form.

The CC&R's have specific requirements for removing a tree:

*A plan showing the Lot, location and identification of the tree or trees to be removed must be submitted to the Architecture Review Committee at least 30 days in advance of the intended cutting or removal date.*

The HOA Bylaws have a fine schedule for trees removed without the permission of the ARC:

*10.1.6.2 Fines for tree removal shall be \$100.00 per tree per removal, together with \$100.00 per inch of the diameter of the tree measured three feet from the ground. By way of example, removal of an eight inch tree warrants a fine of \$900.00*

The City of Sisters also has specific requirements for tree removals.

*The City only regulates trees that are significant. A tree is significant if it is greater than 8" diameter at breast height (4.5 feet from the ground), **regardless of the species.***

If the tree(s) you wish to remove is (are) greater than 8" in diameter, then you must apply to the City of Sisters and gain their authorization before the ARC will approve the removal of your tree(s). Please refer to the City of Sisters' document: Tree Removal Permit Application. There is a link to this document on the HOA's website ([www.hoatimbercreek.com](http://www.hoatimbercreek.com)) on the Documents tab (Tree Removal Application – City of Sisters).

Submit this completed application plus a sketch or picture of the tree(s) to be removed to the ARC to begin the review process. The ARC shall inform the Owner in writing within thirty (30) days of receipt of a complete application packet advising whether the proposed tree removal conforms to the development concept and requirements of Timber Creek.

ARC approval is valid for six months from the date of the ARC approval letter for improvements. If the homeowner is unable to complete the work within six months, they can request that the ARC grant a one-time six month extension.

The Timber Creek HOA assumes no liability for encroachments into platted setbacks, easements, or neighboring property. The contractor and/or builder assume responsibility for any and all damages to adjacent property caused by them and/or their agents and subcontractors.

**Timber Creek Homeowners Association**

**Tree Removal Application**

P.O. Box 494

Sisters, OR 97759

Email: HOATimberCreek@live.com

Date Submitted \_\_\_\_\_

Property Owner(s) \_\_\_\_\_

Property Address \_\_\_\_\_ Lot

#\_\_\_\_\_ Phone #\_\_\_\_\_

Email: \_\_\_\_\_

Number of Trees to be removed: \_\_\_\_\_

Diameter of each tree to be removed: \_\_\_\_\_

Please provide a sketch (or a picture) showing the location of the tree(s) on your property

Disposition of stumps \_\_\_\_\_ (for example cut flush with ground)

Types and number of replacement trees \_\_\_\_\_

Expected Completion Date: \_\_\_\_\_

Notes or comments: \_\_\_\_\_

\_\_\_\_\_

Note that all tree removals shall comply with local, state, and federal building and land use codes. Compliance with these regulations is the responsibility of the homeowner. This review and approval is not a review, nor an approval, for compliance with any local, state, or federal building or land use regulations.

**Owner Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*Homeowner – do not write below this line*

\_\_\_\_\_

Approved \_\_\_\_ Approved with conditions \_\_\_\_ Disapproved \_\_\_\_

Conditions for Approval \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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**Appeal Process:**

You have two choices should your application be denied by the ARC.

1. Submit a new application with changes to meet the CCR's requirements.
  2. Request a hearing with the Timber Creek HOA Board of Directors and present your original request to the Board.
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ARC Members:

John Warnke (541) 602-1630

Barry Wetmore (541) 520-8307

Loren Mehlbrech (503) 704-7726