



CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
 TELEPHONE 425-233-6400 | www.medina-wa.gov

STAFF ANALYSIS AND RECOMMENDATION PSE NON-ADMINISTRATIVE ROW TREE ACTIVITY PERMIT

Prepared by Andy Crossett, Medina Tree Consultant
 Date: June 15, 2026

AGENDA Virtual Meeting Participation

The scheduled hearing will be held using remote meeting technology. Please either login or call in a few minutes before the start of the meeting to participate. Written comments may still be submitted before the hearing by emailing Andy Crossett, Tree Consultant, at andycrossett@hotmail.com. Written comments are given the same weight as verbal public testimony.

Join Zoom Meeting

<https://medina-wa.zoom.us/j/84692465774?pwd=asWP1cJrWbqntSVZwkcxQ0wFNMIane.1>

Meeting ID: 846 9246 5774

Passcode: 428467

One tap mobile

+12532050468,,84692465774#,,, *428467# US

+12532158782,,84692465774#,,, *428467# US (Tacoma)

Public Hearings:

NOTE: *The Hearing Examiner has the discretion to limit testimony to relevant non-repetitive comments and to set time limits to ensure an equal opportunity is available for all people to testify.*

Part 1 – General Information:

CASE NUMBER: TREE-25-082

LOCATION: 3419 Evergreen Point Road

TAX PARCEL NUMBER: 2425049185

PROPERTY OWNER: QUINN JAMES L

APPLICANT: Jayme Davis, McCullough Architects

LEGAL DESCRIPTION: W 200 FT OF E 230 FT OF S 95.625 FT OF N 231.25 FT OF GL 6

PROPOSAL: To remove one 50-inch DSH (diameter at standard height) **landmark** western redcedar (*Thuja plicata*) located directly west of the existing residence.

COMPREHENSIVE PLAN DESIGNATION: Single Family Residential.

ZONING DESIGNATION: R-20

CRITICAL AREAS: NONE IDENTIFIED.

ENVIRONMENTAL REVIEW (SEPA): Exempt pursuant to WAC 197-11-800(6).

EXHIBITS:

1. Staff Report
2. Application, received November 26, 2025
3. Site Plan, received November 26, 2025
4. Tree Replanting Plan & Photographs, November 26, 2025
5. Public Comment
6. Affidavits declaration of mailing and posting and proof of publishing

PART 2 – SITE CHARACTERISTICS

EXISTING CONDITIONS: The subject tree is currently located directly west of the existing single-family residence. The property is heavily forested and contains a mix of native and non-native deciduous and evergreen tree species.

SURROUNDING ZONING: Adjacent properties are zoned R-20.

ACCESS: Access to the site is provided via existing driveway access from the public right-of-way.

Part 3 – Comprehensive Plan:

The Medina Comprehensive Plan identifies the setting and character of Medina as enriched with valued natural features that enhance the quality of life for the community. One of the primary goals is: “To maintain Medina’s high-quality residential setting and character” (Goal LU-G1).

Chapter 3: Community Design Element

Trees and vegetation help reduce the impact of development, by providing significant aesthetic and environmental benefits. Trees and other forms of landscaping improve air quality, water quality, and soil stability. They provide limited wildlife habitat and reduce stress associated with urban life by providing visual and noise barriers between the City's streets and private property and between neighboring properties. They also have great aesthetic value and significant landscaping, including mature trees, which are always associated with well-designed communities.

It is important that citizens be sensitive to the impact that altering or placing trees may have on neighboring properties. Trees can disrupt existing and potential views and access to sun. Residents are required to consult with the City and urged to consult with their neighbors on both removal and replacement of trees and tree groupings. This will help to protect views and to prevent potential problems (e.g., removal of an important tree or planting a living fence). Clear cutting is not permitted unless approved through a City issued tree removal permit.

The Medina Community Design Element provides planting options to perpetuate the informal, natural appearance of Medina's street rights-of-way, public areas, and the adjacent portions of private property. The Community Design Element provides the overall framework for the improvement goals in these areas and should be reviewed periodically and updated where appropriate. The goals include:

- provide a diversity of plant species;
- screen development projects from City streets and from neighboring properties;
- respect the privacy of the neighborhood by encouraging vegetation and landscaping that provides screening;
- respect the scale and nature of plantings in the immediate vicinity;
- recognize restrictions imposed by overhead wires, sidewalks, and street intersections;
- recognize "historical" view corridors; and
- maintain the City's informal, natural appearance.

Part 4 – Agency Review/ Public Comment:

NOTICES: (See Exhibit 5.)

Application Received:	November 26, 2025
Determination of Completeness:	February 16, 2026
Notice of Application:	March 30, 2026
Notice of Hearing:	September 22, 2026

The application was received on November 26, 2025 and determined to be complete on February 16, 2026. A Notice of Application was issued on March 30, 2026. A 30-day public comment period was provided. The Notice of Application was posted at Medina City Hall, the Medina Post Office, the public notice board at Medina Park, the City's website, and at six (6) locations throughout the City (see NOA Declaration of Posting, Exhibit 5). The notice was also mailed to adjacent property owners in accordance with MMC 16.80.140(B)(2).

The Notice of Hearing will be posted, mailed, and published in The Seattle Times pursuant to MMC 16.80.120. The notice will be posted at Medina City Hall, the Medina Post Office, the public notice board at Medina Park, the City's website, and at six (6) locations throughout the City.

GENERAL PUBLIC COMMENTS:

The City received one (1) public comment from "Cherry C," an adjacent property owner.

The commenter noted receipt of the notice of application to remove one (1) approximately 50-inch diameter tree identified as a Landmark tree under the City's tree code. The commenter inquired whether the applicant would be required to plant replacement trees following removal and requested clarification regarding the basis for SEPA exemption for the proposed action.

A follow-up email from the same commenter requested clarification regarding whether the City can require the applicant to submit a planting plan for replacement trees. The commenter further referenced concerns regarding the shared property line, noting that previously observed survey monuments appear to have been removed, and requested clarification regarding property line integrity in relation to proposed tree replacement planting.

AGENCY COMMENTS: Not applicable.

Part 5 – Staff Analysis/ Findings of Fact:

GENERAL:

1. The applicant has submitted a Non-Administrative Tree Activity Permit application to remove one (1) Western redcedar (*Thuja plicata*) measuring 50 inches in diameter at standard height (DSH) located on a privately owned parcel within the City of Medina. The subject property is proposed for redevelopment.
2. The subject tree is a mature native Western redcedar in good condition and has been observed to be structurally stable with no apparent defects indicative of imminent failure under existing site conditions.
3. Based on tree size and species characteristics, the subject Western redcedar meets the criteria for consideration as a Landmark tree under MMC 16.52.080(A)(2), subject to confirmation through City review criteria regarding condition and long-term viability. The tree therefore represents a highest-value canopy resource within the City's urban forest framework.
4. The applicant's arborist report identifies the tree as "Will not survive construction." The report does not identify specific construction-related impacts, does not quantify anticipated impacts to tree health, and does not evaluate alternative development approaches or mitigation measures to avoid or reduce impacts to the subject tree.
5. The record does not include a detailed site design analysis demonstrating that reasonable alternatives were evaluated to avoid impacts to the subject Landmark tree while achieving the proposed redevelopment objectives.
6. MMC 16.52.010 establishes the purpose and intent of the Tree Management Code, including preservation of the City's existing tree canopy, protection of residential character, and prevention of indiscriminate tree removal. The code further recognizes the ecological, aesthetic, and environmental benefits provided by mature trees, including their contribution to stormwater management, air quality, and neighborhood character.
7. The removal request is associated with proposed redevelopment of the property. The record does not identify a specific structural, geotechnical, utility, or safety constraint that necessitates removal of the subject tree independent of redevelopment design choices.

ANALYSIS OF THE NON-ADMINISTRATIVE TREE ACTIVITY PERMIT:

8. The subject Western redcedar is a mature Landmark-eligible tree that contributes to the City's established urban forest canopy. As a Landmark-sized tree, it provides long-term ecological and aesthetic functions that cannot be replicated by replacement plantings within a comparable timeframe.
9. The applicant's justification for removal is based on redevelopment of the site. While redevelopment is a permitted use of the property, the record does not demonstrate that redevelopment cannot be reasonably designed to retain the subject tree.

10. The arborist conclusion that the tree “will not survive construction” is not supported by a description of specific impacts, nor does it evaluate avoidance measures such as modified grading, building placement, root protection zones, or other standard arboricultural preservation practices.
11. Replacement trees proposed as mitigation would not provide equivalent canopy coverage, structural ecological value, or habitat functions for several decades following installation.
12. While new tree plantings are proposed as part of the development, replacement plantings do not provide equivalent ecological, structural, or canopy functions to a mature 50-inch Western redcedar for several decades following installation.
13. Removal of a Landmark-eligible tree results in a permanent reduction of the City’s mature canopy resource, which is directly counter to the preservation intent expressed in MMC 16.52.010(A) and (B), including the prevention of unnecessary tree removal and promotion of site planning that retains significant trees where feasible.

STATE ENVIRONMENTAL POLICY ACT:

14. The Responsible Official concluded that the proposal is exempt from environmental (SEPA) review and threshold determination pursuant to WAC 197-11-800(6).

Part 6 - Conclusions:

- A. Pursuant to MMC 2.78.070 and MMC 16.80.050(C), the hearing examiner has the authority to hold a hearing and decide non-administrative tree activity permits. Adequate public notice for the public hearing has been provided. Notice was posted at twenty-nine locations around the City including the City website, mailed to affected property owners, and published in the *Seattle Times* newspaper, at least 15 days prior to the date of the hearing.
- B. Pursuant to MMC 16.72.090(E), the Hearing Examiner may approve a Non-administrative Tree Activity Permit only if the following criteria are satisfied:

1. ***The proposal is compatible with Chapter 3, Community Design Element, of the comprehensive plan;***

STAFF CONCLUSION: The proposal is not fully consistent with the Community Design Element of the Comprehensive Plan, which emphasizes preservation of mature trees and maintenance of Medina’s established tree canopy as a defining feature of community character. While redevelopment of private property is generally consistent with community planning objectives, the removal of a Landmark-eligible tree without demonstrated necessity is inconsistent with policies supporting retention of significant canopy resources. This criterion is not satisfied.

2. ***The proposal is consistent with the public interest in maintaining an attractive and safe environment;***

The subject Western redcedar contributes to the City’s established urban forest canopy, visual character, and environmental quality. The record does not demonstrate that removal of the tree is necessary to achieve a safe development condition. While redevelopment may provide updated site improvements, removal of a Landmark-eligible

tree results in a long-term reduction of canopy benefits that are in the public interest to preserve. This criterion is not satisfied.

3. *The tree trimming, pruning or removal will have no materially detrimental effects on nearby properties;*

STAFF CONCLUSION: The removal of a mature Landmark-eligible tree will result in a permanent reduction in existing screening, shading, and canopy functions that currently benefit adjacent properties. While replacement landscaping is proposed, replacement plantings will not provide equivalent functional benefits for an extended establishment period. This criterion is not satisfied.

4. *The tree has not been granted special protection pursuant to MMC 16.52.080.*

STAFF CONCLUSION: The subject tree is not designated as a formally adopted exceptional tree under MMC 16.52.080 requiring separate special protection status beyond its classification as a Landmark-eligible tree. This criterion is satisfied.

5. *All requirements set forth in Chapter 16.52 MMC are satisfied;*

STAFF CONCLUSION: The purpose and intent of MMC 16.52 emphasize preservation of the City's existing tree canopy and prevention of unnecessary removal of significant trees. The subject tree meets the criteria for a Landmark-eligible tree and represents a highest-value canopy resource. The record does not demonstrate that removal is necessary due to condition, hazard, or unavoidable development constraints, nor does it demonstrate that reasonable alternatives to retain the tree were evaluated. Accordingly, the proposal is not consistent with the purpose and intent of Chapter 16.52. This criterion is not satisfied.

6. *All other ordinances, regulations and policies applicable to the tree removal are followed.*

STAFF CONCLUSION: The proposal does not demonstrate consistency with applicable City policies promoting preservation of mature trees and protection of Medina's urban forest resources. While development is an allowed use, the record does not demonstrate that impacts to a Landmark-eligible tree have been avoided or minimized to the extent feasible. This criterion is not satisfied.

Part 7 – Staff Recommendation:

Staff recommends **DENIAL** of the Non-Administrative Tree Activity Permit for removal of one (1) approximately 50-inch Western redcedar (*Thuja plicata*), based on the following findings:

1. The subject tree meets the criteria for consideration as a Landmark tree under MMC 16.52.080 and represents a highest-value component of the City's urban forest canopy.
2. The applicant has not demonstrated that removal of the subject tree is necessary due to condition, hazard, or unavoidable site constraints.
3. The record does not demonstrate that reasonable site design alternatives were adequately evaluated to facilitate retention of the subject tree.

4. The submitted arborist report does not provide sufficient technical basis or analysis to support the conclusion that the tree cannot be retained under modified construction or site design conditions.
5. Removal of the subject tree would result in a permanent and significant loss of mature canopy that cannot be replaced in the near term through mitigation plantings.
6. The proposal is not consistent with the purpose and intent of MMC 16.52 or applicable Comprehensive Plan policies related to preservation of the City's urban forest.

Report prepared by:



Andy Crossett
Medina Tree Consultant

June 15, 2026

Date



DEVELOPMENT
SERVICES

501 EVERGREEN POINT ROAD MEDINA, WA 98039
PHONE: 425-233-6414/6400

NON-ADMINISTRATIVE
TREE ACTIVITY PERMIT

Exhibit 2

T-04

Instructions: Complete this form for the following:

- Removal of any tree, excluding hazard trees, on private property having a 50-inch Diameter Breast Height and larger size that is located outside of the footprint of a building containing a principle use of the property

☐ New Application ☐ Supplemental	Staff Only	Date Received:	By:	Permit No.
		Fee:	Receipt No:	
		Tech Fee:	Advanced deposit:	

Property Information

Property Address:	Check if tree is located: ☐ Within 200 feet of shoreline ☐ Within a critical area (Ch. 18.12 MMC)
Tax Parcel No.	

Applicant Information

Name:	Email:
Mailing Address: City State Zip	Phone:

Contact/ Agent Information

Name:	Email:
Address:	Phone:
Contractor Information	Email & Phone:

Project Information

Is the property under development? ☐ Yes ☐ No	Check One: ☐ Application is for tree performance standards (attach form T-01a) ☐ Application is for tree restoration standards (attach form T-01b)
☐ Check if a Legacy Tree (attach form T-08)	

Application Submittal Checklist

The following materials are required for a complete application:

Copies	Material to be submitted	Applicant	N/A	City
3	This form completed.....	☐	☐	☐
3	Form T-01a (performance standards) or T-01b (restoration standards).....	☐	☐	☐
3	Form T-08 if legacy trees are included.....	☐	☐	☐
1	Proof of ownership by adjoining property owner.....	☐	☐	☐
1	Declaration of Agency (A-05).....	☐	☐	☐
3	Tree removal and planting plan (T-06).....	☐	☐	☐
1	Set of mailing labels (A-06).....	☐	☐	☐
3	Additional information, as required by the City to evaluate the proposal.....	☐	☐	☐
2	Critical Areas Report (if applicable).....	☐	☐	☐

Approval Criteria

Please respond in detail how your request meets the approval criteria in MMC 20.71.050(E). Demonstrating meeting the approval criteria is necessary if your application is to be approved. Attach additional pages if necessary.

How is the proposal compatible with Chapter 3, Community Design Element, of the comprehensive plan?

How is the proposal consistent with the public interest in maintaining an attractive and safe environment?

How will the tree removal have no materially detrimental effects on nearby properties?

Was the tree granted special protection pursuant to MMC 20.52.120 (is it a legacy tree)?

Are all other requirements set forth in MMC 20.52.400 satisfied?

Explain how all of the other ordinances, regulations and policies applicable to the tree removal have been followed.

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: A. Philip McCullough

Date: _____

City of Medina Development Services
501 Evergreen Point Road
Medina, WA 98039

Form T-04
Non-Administrative Tree Activity Permit
Approval Criteria Attachment

How is the proposal compatible with Chapter 3, Community Design Element, of the comprehensive plan?

Street Design: Our design proposal preserves the existing driveway footprint and enhances the existing planted areas adjacent to the street by removing unhealthy and noxious vegetation and proposing new large caliper trees, and a natural, layered planting of ground cover and shrubs, thus improving the character and quality of Evergreen Point Road. In the effort to preserve the tree canopy adjacent to EPR and the existing driveway, the proposed new home is located further back on the property.

Vehicular Surfaces and Parking: The preservation of the existing driveway and the proposed parking area in front of the garage provide abundant onsite parking.

Medina Community Design: The proposed tree replacement plan immediately provides more tree cover and wildlife habitat than the existing property and, over time, will continue to improve those conditions benefitting the community and the neighbors. A diversity of healthy tree and plant species, sizes, and growth habits create enhanced visual interest and improved visual and sound barriers between neighboring properties. Along EPR, the new informal and natural tree replacement plan harmonizes with the existing tree canopy effectively screening the new house from EPR, enhancing privacy. The existing view corridor along the north side of the property has been preserved.

How is the proposal consistent with the public interest in maintaining an attractive and safe environment?

The trees scheduled for removal are located on the back half of the property and so have a reduced impact on the public spaces and rights of way. Our proposed tree replacement plan preserves all of the healthy trees adjacent to Evergreen Point Road and proposes large specimen trees and a general clean-up of the noxious and unhealthy understory vegetation adjacent to the street. This improves the beauty of the public space and enhances the safety by removing visual obstructions for auto and pedestrian traffic.

How will the tree removal have no materially detrimental effects on nearby properties?

The trees will be removed by a licensed professional with all required precautions to avoid damage to neighboring structures and trees. If necessary, contractor will provide protection of said neighboring property. We are proposing a tree replacement plan that provides more privacy than the existing vegetation does, so our proposed development actually has less impact on the neighboring properties.

Was the tree granted special protection pursuant to MMC 20.52.120 (is it a legacy tree)?

This is a legacy tree.

Are all other requirements set forth in MMC 20.52.400 satisfied?

All other requirements are satisfied.

Explain how all of the other ordinances, regulations and policies applicable to the tree removal have been followed.

We have retained the services of an arborist who prepared an arborist report and the services of a landscape architect who provided a robust tree replacement plan that is included in this package for your review and commentary. Tree removal shall be provided by a licensed professional, and all debris shall be handled in such a manner to avoid damage to surrounding property, utilities and other preserved trees. Every effort will be made to protect the structures and trees on the surrounding properties.



DEVELOPMENT SERVICES

501 EVERGREEN POINT ROAD MEDINA, WA 98039
PHONE: 425-233-6414/6400

TREE PERFORMANCE T-01a WORKSHEET

Instructions: Complete and attach this form to T-01 for the following:

- The property is designated as under development pursuant to MMC 16.52.060
- The applicant is using the tree performance standards in MMC 16.52.090

File No.

☒ New
☐ Revision

Tree Performance Worksheet T-01a Attachment

Step 1: Inventory existing tree units			Conduct an inventory of all significant trees within the boundaries on the lot		
No.	Tree	DBH	No.	Tree	DBH
1	Pine	23"	11	Hemlock	8.5"
2	Fir *	52"	12	Cedar	13"
3	Fir	6"	13	Cedar	35"
4	Spruce	11"	14	Hawthorne	12"
5	Maple	7"	15	Pine	9"
6	Maple	18.6"	16	Fir	46"
7	Cedar	50"	17	Pine	13"
8	Birch	11"	18	Cedar *	50"
9	Cedar	41"	19	Spruce	6"
10	Hemlock	6.5"	20		

*Note: No. 2 & No. 18 do not apply as they are marked as hazardous and must be removed

Step 2: Calculate Existing Tree Units			From Table 16.52.090(C): add together the number of significant trees in each range below and multiply		
A. Number of trees at least 6 inches, but less than 10 inches BDH	6	x.50 =	3	D. TOTAL EXISTING TREE UNITS (A+B+C) 12	
B. Total number of trees 10 inches DBH and larger	8	x.75 =	6		
C. Total number of conifer trees 36 inches and larger	3	x1.00 =	3		

Step 3: Inventory Removed Trees			List the significant trees that are proposed for removal. This information will be used in Step 4 and 7 (if applicable)		
No.	Tree	DBH	No.	Tree	DBH
1	Pine	23"	13	Cedar	35"
2	Fir *	52"	14	Hawthorne	12"
4	Spruce	11"	15	Pine	9"
5	Maple	7"	17	Pine	13"
6	Maple	18.6"	18	Cedar *	50"
7	Cedar	50"			
9	Cedar	41"			
10	Hemlock	6.5"			
11	Hemlock	8.5"			
12	Cedar	13"			

*Note: No. 2 & No. 18 do not apply as they are marked as hazardous and must be removed

Step 4: Calculate Net Existing Tree Units			To calculate Net Existing Tree Units, add together the number of significant trees in each range below		
E. Total number of trees removed at least 6 inches, but less than 10 inches DBH	4	x.50 =	2	H. TOTAL TREE UNITS TO BE REMOVED (E+ F+ G) 9.25	
F. Total number of trees removed 10 inches DBH and larger	7	x.75 =	5.25		
G. Total number of conifer trees removed 36 inches and larger	2	x1.00 =	2	I. NET EXISTING TREE UNITS (D-H) 2.75	

Step 5: Calculate Total Required Tree Units To calculate Required Tree Units, perform the calculations J through M

Lot Area (sq ft)	Divide J by 1,000	Tree Density Ratio (check one)	REQUIRED TREE UNITS (KxL)
J. 19,125	K. 19.125	L. ✓ 0.4	M. 7.65
		OR Table 16.52.090(B)	(round) 8

Step 6: Determine if Supplemental Trees are Required Subtract the Tree Units in M from the Tree Units in I.

- If the difference is zero or a positive number - stop. No supplemental trees are required.
- If the difference is a negative number then go to Step 7.

N. -5.25

Step 7: Calculate Supplemental Trees

- Each replacement of a 24-inch DBH and larger tree requires two supplemental trees with each supplemental tree having a Tree Unit value = 0.5.
- Each replacement of a less than 24-inch DBH tree & each tree that fills a gap requires one supplemental tree with each supplemental tree having a Tree Unit value = 1.0
- Each replacement of a Legacy or Landmark tree requires mitigation pursuant to MMC 16.52.080. The total mitigation for each Legacy or Landmark tree has a Tree Unit value = 1.0
- The total Tree Units of the supplemental trees must equal or be greater than the absolute value of N.
- Tree Units are assigned first to those supplement trees replacing removed trees and in order of largest to smallest tree.

For replacement of 24 inch DBH and larger tree

For replacement of less than 24 inch DBH/ Fill Existing Gap Trees

No.	Check if Applied	# Supp. Trees	Proposed # Supp. Trees	Tree Unit	No.	Check if Applied	# Supp. Trees	Proposed # Supp Trees	Tree Unit
1			2 Please see attached Tree		1		1 Please see attached Tree		
2			2 Replacement Plan from		2		1 Replacement Plan from		
3			2 Landscape Architect		3		1 Landscape Architect Darwin		
4			2 Darwin Web for actual		4		1 Web for actual solution		
5			2 solution		5		1		
6			2		6		1		
7			2		7		1		
8			2		8		1		
9		Legacy or			9		1		
10		Landmark			10		1		
11		Legacy or			11				
12		Landmark			12				
O.					P.				

Total from O.

• Q is the number of supplemental trees required to be planted.

• The Tree Units in R must equal or be greater than the Tree Units in N.

Grand Totals Q. R.

Step 7: Tree Replacement:

Qty:	Size:	Total Cal. Inches	
4	2.5" Cal	10	Native Conifer Tree
			Excelsa Cedar
8	5" Cal	40	Deciduous Specimen
			Selected from Medina's Approved Tree List
12	2.5" Cal	30	Columnare Deciduous Tree
			Red Sentinal Maple
		80	Total Caliper Inches of Replacement Trees
10	15 Gal		Pacific Wax Myrtle
	1 Gal @ 3' o.c.		Gaultheria Shallon/Salal

Step 7 Notes: Rather than planting 2 inch replacement trees, we propose to plant larger trees. The sum of the diameters is equal to the sum of the number of the replacement trees (7) x 2 inches per tree = 14 inches, plus the caliper inches required to replace Legacy and Landmark Trees (64.35). 14 + 64.35 = 78.35 (ROUNDED UP TO 79)



DEVELOPMENT
SERVICES

501 EVERGREEN POINT ROAD MEDINA, WA 98039
PHONE: 425-233-6414/6400

**LANDMARK
LEGACY TREE
MITIGATION**

T-08

Instructions: Complete this form to calculate replacement requirements for removing a legacy tree.

What is a Legacy Tree?

- A tree having a 50-inch DBH or larger size;
- A tree that is healthy and will survive the next 10 years if properly cared for;
- A tree not designated a hazard or nuisance tree per the municipal code;
- The tree is of one of the following species:

*Western Red Cedar
Douglas Fir
Mountain Hemlock
Pacific Madrone
Shore Pine
Sitka Spruce*

*Alaska Yellow Cedar
Grand Fir
Western Hemlock
Lawson Cypress
Western White Pine*

Location Information

Permit No.

Describe location of the tree:

Near the west lot line in the rear half of the lot

Check if tree is located:

- ☐ Within 200 feet of shoreline
☐ Within a critical area (Ch. 18.12 MMC)

Project Information

List the scientific and common name of the legacy tree

Landmark Tree per 2025 code update.
Western Red Cedar (Thuja plicata)

Check selected option for tree replacement:

- ☒ Planting all replacement trees
☐ Planting replacement trees and contributing to the Medina Tree Fund

Tree Replacement Requirements

Calculate Replacement Inches:

List the DBH size of the Legacy Tree Being Removed: 50

Multiply by: ~~0.50~~ 1.0 per 2025 code update

This is the required total replacement inches: 50

List the Number of Replacement Trees to be Planted and the Total Caliper Inches (A minimum of three replacement trees must be planted)

	Inches
--	--------

See tree replacement plan attached.

Contribution to Medina Tree Fund

Required Total Replacement Inches

Subtract total caliper inches of trees
to be planted

Difference

Multiply by \$400

This is your contribution to the
Medina Tree Fund



DEVELOPMENT
SERVICES

LEGACY TREE
MITIGATION

T-08

501 EVERGREEN POINT ROAD MEDINA, WA 98039
PHONE: 425-233-6414/6400

Instructions: Complete this form to calculate replacement requirements for removing a legacy tree.

What is a Legacy Tree?

- A tree having a 50-inch DBH or larger size;
- A tree that is healthy and will survive the next 10 years if properly cared for;
- A tree not designated a hazard or nuisance tree per the municipal code;
- The tree is of one of the following species:

Western Red Cedar Alaska Yellow Cedar
Douglas Fir Grand Fir
Mountain Hemlock Western Hemlock
Pacific Madrone Lawson Cypress
Shore Pine Western White Pine
Sitka Spruce

Location Information

Permit No.

Describe location of the tree:

Along the south lot line in the rear half of the lot

Check if tree is located:

- ☐ Within 200 feet of shoreline
☐ Within a critical area (Ch. 18.12 MMC)

Project Information

List the scientific and common name of the legacy tree

Western Red Cedar (Thuja plicata)

Check selected option for tree replacement:

- ☒ Planting all replacement trees
☐ Planting replacement trees and contributing to the Medina Tree Fund

Tree Replacement Requirements

Calculate Replacement Inches:

List the DBH size of the Legacy Tree Being Removed: 41

Multiply by: ~~0.50~~ .35 per 2025 code update

This is the required total replacement inches: 14.35

List the Number of Replacement Trees to be Planted and the Total Caliper Inches (A minimum of three replacement trees must be planted)

	Inches
--	--------

See tree replacement plan attached.

Contribution to Medina Tree Fund

Required Total Replacement Inches

Subtract total caliper inches of trees
to be planted

Difference

Multiply by \$400

This is your contribution to the
Medina Tree Fund



CITY OF MEDINA
DEVELOPMENT SERVICES
425-233-6414
425-233-6400

OWNER'S DECLARATION OF AGENT

A-05

Project Address 3419 Evergreen Point Road

Parcel No. 242504-9185

I/We WAIS WAZERI 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 Phil McCullough 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 [Signature]

Date 11-8-2025

Name WAIS WAZERI

Revisions

11/25/2025
25-013
NR/JD
APM

Date:
Job No:
Project No:
Drawn:
Approved:

Owner

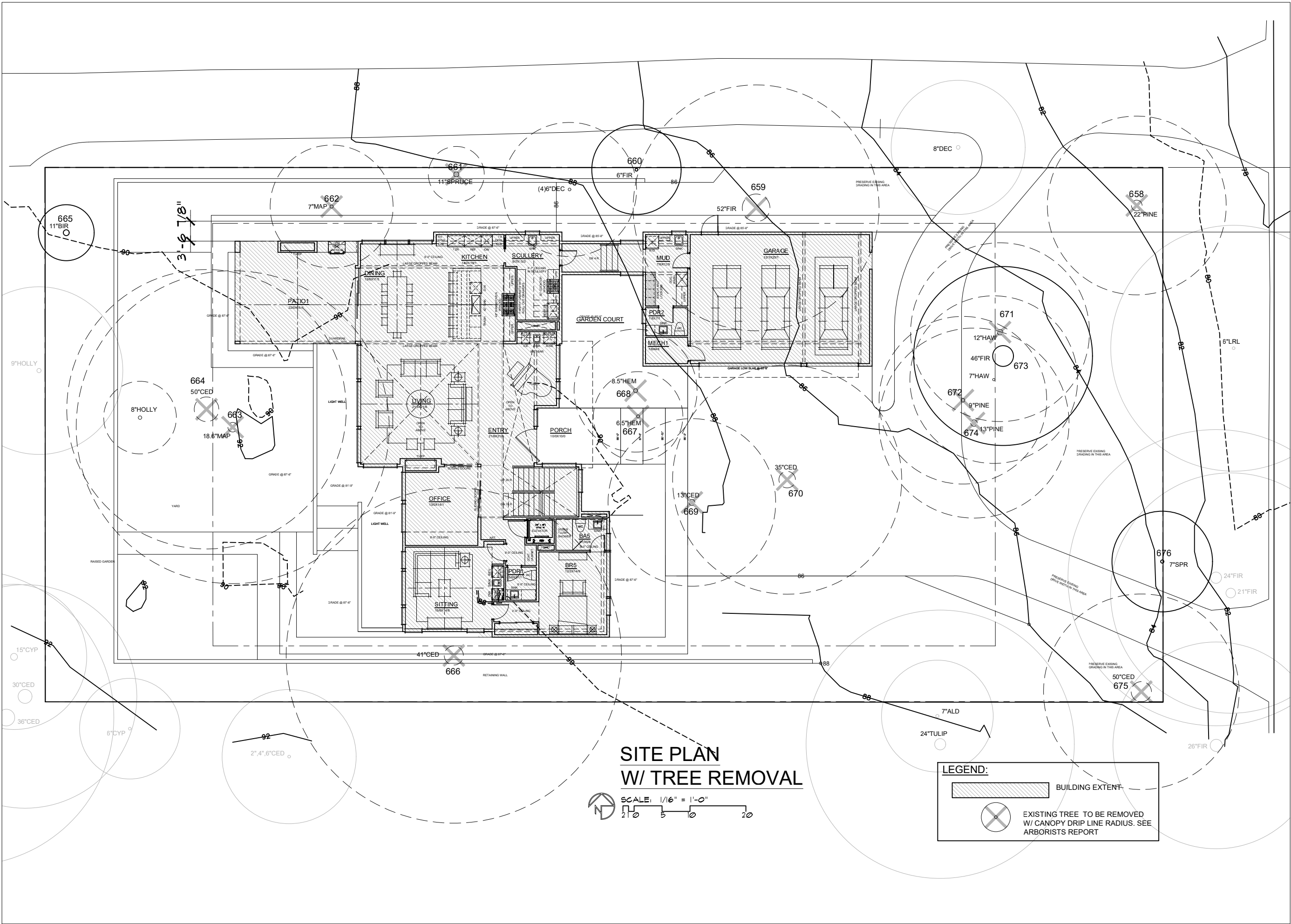


3419 EVERGREEN
SINGLE FAMILY RESIDENCE

3419 Evergreen Point Rd,
Medina, WA 98039

SITE PLAN

A-1



SITE PLAN
W/ TREE REMOVAL



SCALE: 1/16" = 1'-0"
21 0 5 0 20

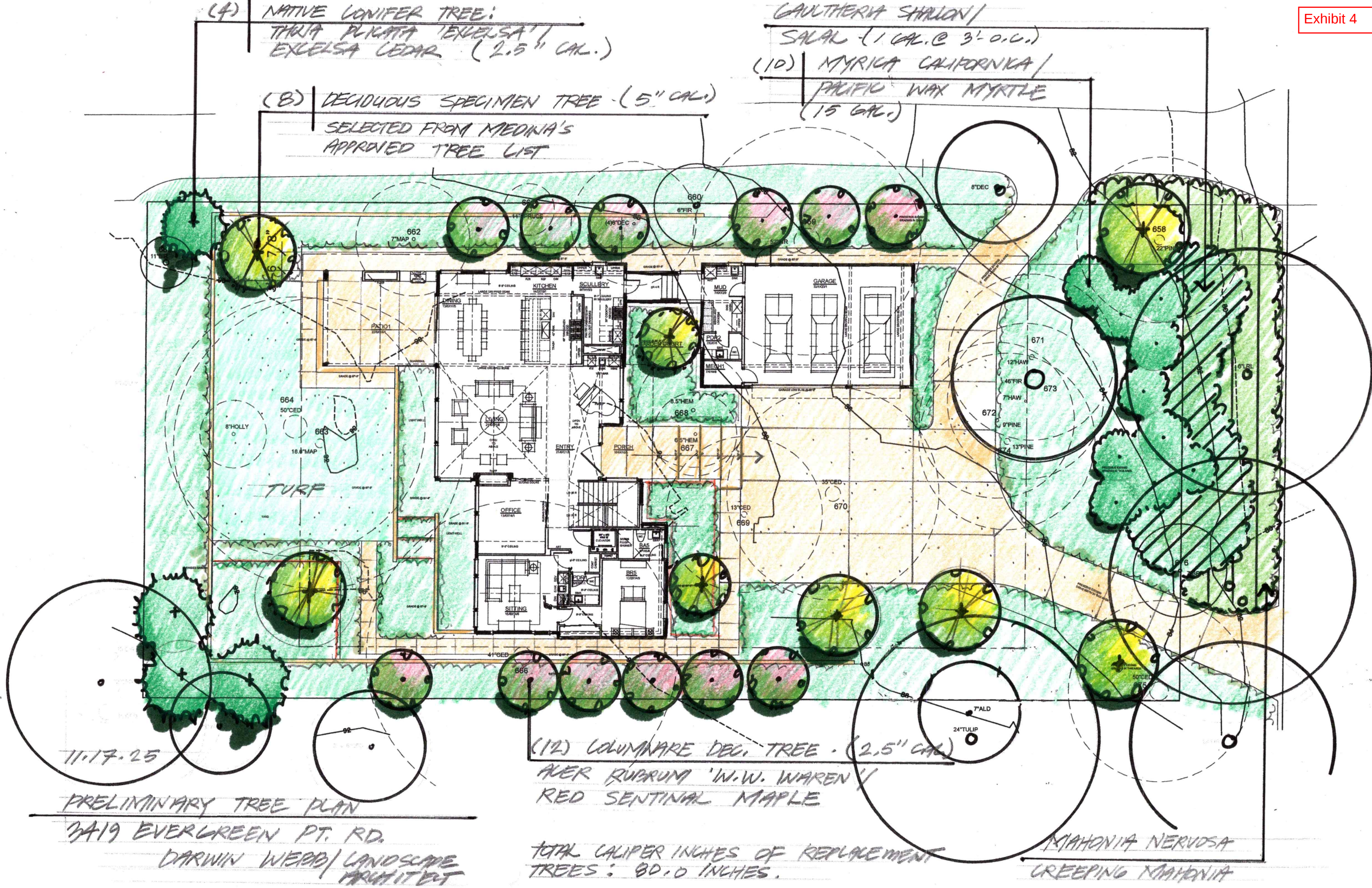
LEGEND:



BUILDING EXTENT



EXISTING TREE TO BE REMOVED
W/ CANOPY DRIP LINE RADIUS. SEE
ARBORISTS REPORT





Re: Notice of application TREE-25-082

From Cherry C <yxcherry@hotmail.com>

Date Wed 3/18/2026 11:20 PM

To Andy Crossett <andycrossett@hotmail.com>; Rebecca Bennett <rbennett@medina-wa.gov>

Hi Andy,

Appreciated the response! Will submit the request online and provide comments to the hearing.

Thanks again for the clarity.

Cherry

From: Andy Crossett <andycrossett@hotmail.com>

Sent: Wednesday, March 18, 2026 12:52 PM

To: Cherry C <yxcherry@hotmail.com>; Rebecca Bennett <rbennett@medina-wa.gov>

Subject: Re: Notice of application TREE-25-082

Hello Cherry,

I am not able to share the replanting plan. It must be obtained through a public records request, which can be submitted at the following link:
<https://cityofmedinawa.nextrequest.com/>

Alternatively, you will be invited to attend the hearing with the Hearing Examiner, where the planting plan will be discussed. You will also have an opportunity to provide comment for consideration when the Hearing Examiner makes their decision. You may also share your comments with me, and I can forward them to the Hearing Examiner prior to the hearing.

Thanks,

Andy Crossett, CPH
Certified Arborist #PN-7375A

Member, American Society of Consulting Arborists
Medina Tree Consultant
Tree Frog LLC, Consulting Arborist
<http://treefrogllc.com/>
206-310-8254

From: Cherry C <yxcherry@hotmail.com>
Sent: Friday, March 13, 2026 11:36 AM
To: Andy Crossett <andycrossett@hotmail.com>; Rebecca Bennett <rbennett@medina-wa.gov>
Cc: Cherry C <yxcherry@hotmail.com>
Subject: Re: Notice of application TREE-25-082

Remove Kim.

Hi Andy, sorry to get back on this a bit late. While I am glad that you have seen a robust replanting plan, planting along the north and south property seems odd. The north side of the property is adjacent to the drive way owned by property 3425 Evergreen Point. I attached the picture here...the over-growth shrubs and trees are planted or grown in the easement to the property line of 3419. Maintaining them and not to obstruct the driveway had been an issue in the history.

The site plan didn't show all the replant plan either. Is it possible to see their replant plan in the site map?

Thank you!
Cherry

From: Andy Crossett <andycrossett@hotmail.com>
Sent: Friday, March 6, 2026 12:51 PM
To: Cherry C <yxcherry@hotmail.com>; Kim Gunderson <kmahoney.planning@gmail.com>; Rebecca Bennett <rbennett@medina-wa.gov>
Subject: Re: Notice of application TREE-25-082

They have submitted a fairly robust replanting plan, proposing trees that are much larger than the minimum required sizes, with plantings along the north and south property boundaries. The intent appears to be providing screening between the properties.

Andy Crossett, CPH
Certified Arborist #PN-7375A
Member, American Society of Consulting Arborists
Medina Tree Consultant
Tree Frog LLC, Consulting Arborist

http://treefrogllc.com/
206-310-8254

From: Cherry C <yxcherry@hotmail.com>
Sent: Wednesday, March 4, 2026 11:34 PM
To: Kim Gunderson <kmahoney.planning@gmail.com>; Rebecca Bennett <rbennett@medina-wa.gov>
Cc: Andy Crossett <andycrossett@hotmail.com>
Subject: Re: Notice of application TREE-25-082

Hi Kim and Andy,

Really appreciated the prompt response and clarity!

Great to hear that the tree will be replaced. Can the City request the developer to submit a plan where they would plant the replaced trees? The reason that we are asking is that we didn't have a fence b/w the two properties. When we had our property land survey done, there were posts that marked the property line, but we noticed that the survey marked posts were removed.

We would like to get a clarity from them to maintain the integrity of the property line, especially they would need to plant some more trees there.

Thank you!
Cherry

From: Kim Gunderson <kmahoney.planning@gmail.com>
Sent: Wednesday, March 4, 2026 1:47 PM
To: Rebecca Bennett <rbennett@medina-wa.gov>
Cc: Andy Crossett <andycrossett@hotmail.com>; Cherry C <yxcherry@hotmail.com>
Subject: Re: Notice of application TREE-25-082

Hi Cherry,

This does not sound like grading/excavating activity that would be subject to SEPA. SEPA allows for grading of up to 100 cubic yards without needing to undergo a threshold determination; it does not sound like removal of this tree would amount to that degree of grading, so it would be exempt from SEPA. You can review SEPA categorical exemptions in WAC 197-11-800 - this particular exemption is under subsection (1)(b)(v).

Very best,



Kim Gunderson
Mahoney Planning, LLC
253-389-1864
Kmahoney.planning@gmail.com
www.mahoneyplanning.org

From: Rebecca Bennett <rbennett@medina-wa.gov>
Sent: Wednesday, March 4, 2026 11:50 AM
To: Kim Gunderson <kmahoney.planning@gmail.com>
Cc: Andy Crossett <andycrossett@hotmail.com>; Cherry C <yxcherry@hotmail.com>
Subject: RE: Notice of application TREE-25-082

Hi Kim,

Are you able to answer Cherry's SEPA question?

Best regards,
Rebecca

Rebecca Bennett
Development Services Coordinator
City of Medina
PO Box 144 | 501 Evergreen Point Road
Medina, WA 98039
P: 425-233-6414
E: rbennett@medina-wa.gov



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rbennett@medina-wa.gov

From: Andy Crossett <andycrossett@hotmail.com>
Sent: Wednesday, March 4, 2026 11:29 AM

To: Cherry C <yxcherry@hotmail.com>; Rebecca Bennett <rbennett@medina-wa.gov>

Subject: Re: Notice of application TREE-25-082

Good Morning Cherry,

Thanks for reaching out. I appreciate hearing community feedback. It really helps inform the tree review process.

"Our comment and question, since this looks like a landmark tree based on Medina's tree code, will they (the developer?) need to plant replacement trees subsequently? What is the basis for this application to be exempt from the Environmental Policy Act?"

Yes, the developer must plant replacement trees for the removal of the healthy landmark tree. According to MMC 16.52.080, Legacy and Landmark Tree Protection Measures, 100 percent of the removed diameter inches of the tree must be replaced. Because this tree measures 50 inches in diameter, the applicant must provide 50 inches of supplemental planting on-site, with each replacement tree having a minimum size of two (2) inches caliper.

Regarding the SEPA question, I am not certain, as I am not the SEPA reviewer. That review is typically handled by a planner.

@Rebecca Bennett – do you know who would be the best person to help answer this question?

Thanks,

Andy Crossett, CPH
Certified Arborist #PN-7375A
Member, American Society of Consulting Arborists
Medina Tree Consultant
Tree Frog LLC, Consulting Arborist
<http://treefrogllc.com/>
206-310-8254

From: Cherry C <yxcherry@hotmail.com>

Sent: Wednesday, March 4, 2026 8:58 AM

To: andycrossett@hotmail.com <andycrossett@hotmail.com>

Cc: Cherry C <yxcherry@hotmail.com>

Subject: Notice of application TREE-25-082

Hi Andy,

Hope this email finds you well. We are the neighbor to 3419 Evergreen Point Road, and received the notice about the application to remove

one 50 inch diameter landmark tree in their property.

Our comment and question, since this looks like a landmark tree, based on Medina's tree code, will they (the developer?) need to plant "replacement" trees subsequently? What is the base for this application to be exempt from the environmental Policy act?

Thank you!

Cherry

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

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CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144
TELEPHONE 425-233-6400 | www.medina-wa.gov

February 16, 2026

Jayne Davis
5601 6th Ave S
Seattle, WA 98108
253-380-3126

Via E-mail:
jayne@mccullougharchitects.com

Re: Determination of Complete Application; Non-Administrative Tree Activity Permit Application
TREE-25-082; 3419 EVERGREEN POINT RD

Dear Jayme Davis,

Your referenced application was deemed complete January 16, 2026. Pursuant to MMC 16.80.050, the City is required to issue a Determination of Completeness (DOC), and then subsequently issue a Notice of Application (NOA), a Notice of Hearing (NOH), schedule a Hearing Date, and then finally a Notice of Decision (NOD).

The City will move forward with the required processes. A Notice of Application will now be prepared pursuant to MMC 16.80.110 and MMC 16.80.140.

If you have questions, please do not hesitate to contact me directly at andycrossett@hotmail.com or 206-310-8254.

Sincerely,

Andy Crossett,
City of Medina
Medina Tree Consultant

Cc: Rebecca Bennett
Development Services Coordinator
City of Medina



CITY OF MEDINA

NOTICE OF APPLICATION

Proposal: Non-administrative Tree Activity Permit to remove one 50-inch diameter landmark western redcedar (*Thuja plicata*).

File No. TREE-25-082

Applicant: Jayme Davis

Site Address: 3419 Evergreen Point Road

Other Required Permits: None

Application Received: November 26, 2025

Determination of Completeness: February 16, 2026

Notice of Application: February 20, 2026

PUBLIC COMMENTS: Pursuant to MMC 16.80.110(B)(7), this application has a public comment period. Please submit public comments no less than 14 days, March 6, 2026 and no more than 30 days, March 22, 2026, from the date of issuance of the Notice of Application.

STATE ENVIRONMENTAL POLICY ACT: The proposal is categorically exempt from review under the State Environmental Policy Act (Chapter 43.21C RCW) pursuant to WAC 197-11-800.

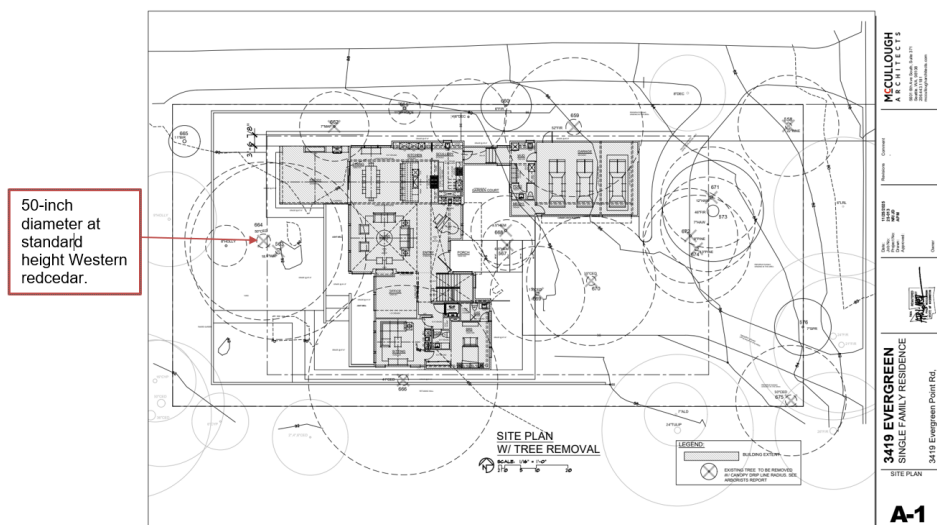
DETERMINATION OF CONSISTENCY: Pursuant to RCW 36.70B.040, a preliminary determination has found the proposal consistent with the provisions of the Medina Municipal Code.

APPEAL RIGHTS: Type 3 decisions made by the Medina Hearing Examiner may be appealed to King County Superior Court pursuant to MMC 16.80.220(B) and 36.70C RCW.

QUESTIONS: The complete application may be viewed either at City Hall, located at 501 Evergreen Point Road, Medina WA, 98039, or electronically by emailing the staff contact below.

STAFF CONTACT: Andy Crossett, City of Medina Tree Consultant, at (206) 310-8254 or andycrossett@hotmail.com.

SITE PLAN:



Andy Crossett, Tree Consultant

2/20/2026
Notice Issued

WARNING!

Posted notice is not to be removed, mutilated or concealed in any way.



CITY OF MEDINA

NOTICE OF APPLICATION

Proposal: Non-administrative Tree Activity Permit to remove one 50-inch diameter landmark western redcedar (*Thuja plicata*).

File No. TREE-25-082

Applicant: Jayme Davis

Site Address: 3419 Evergreen Point Road

Other Required Permits: None

Application Received: November 26, 2025

Determination of Completeness: February 16, 2026

Notice of Application: November 20, 2026

PUBLIC COMMENTS: Pursuant to MMC 16.80.110(B)(7), this application has a public comment period. Please submit public comments no less than 14 days, March 6, 2026 and no more than 30 days, March 22, 2026, from the date of issuance of the Notice of Application.

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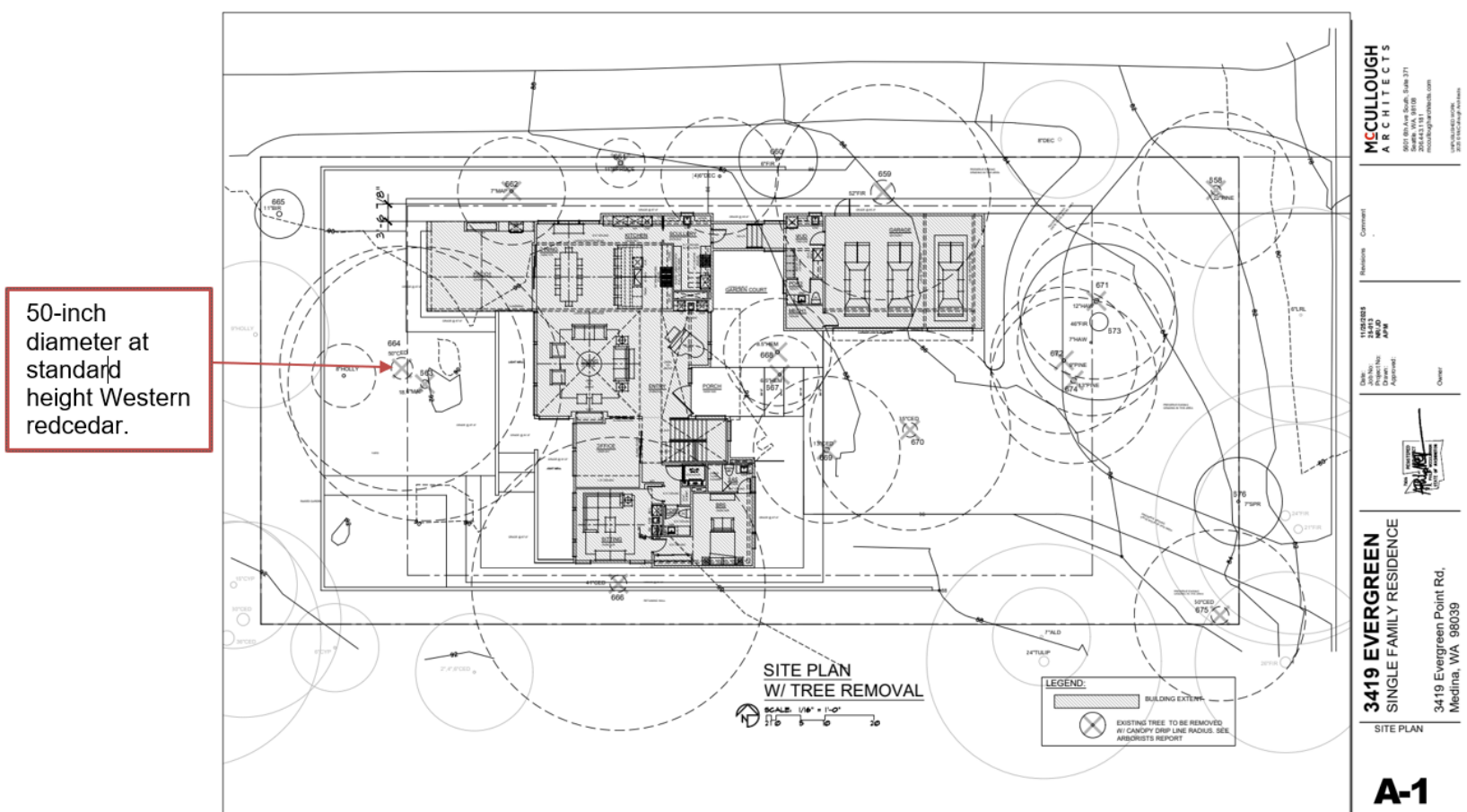
DETERMINATION OF CONSISTENCY: Pursuant to RCW 36.70B.040, a preliminary determination has found the proposal consistent with the provisions of the Medina Municipal Code.

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STAFF CONTACT: Andy Crossett, City of Medina Tree Consultant, at (206) 310-8254 or andycrossett@hotmail.com.

SITE PLAN:



Andy Crossett, Tree Consultant

2/20/2026
Notice Issued



CITY OF MEDINA NOTICE OF VIRTUAL HEARING

NOTICE IS HEREBY GIVEN that the Medina Hearing Examiner will conduct a virtual public hearing on **Tuesday, September 22, 2026, at 3:00 PM** or as called as soon thereafter via Zoom. The purpose of this hearing is to consider testimony for and against the following:

Proposal: To remove one 50-inch DSH (diameter at standard height) **landmark** western redcedar (*Thuja plicata*) located directly west of the existing residence.

File No. Non-administrative Tree Permit (TREE-25-082)

Applicant: Jayme Davis

Site Address: 3419 Evergreen Point Road

YOU ARE INVITED to attend the remote hearing and make oral and written comments. The Hearing Examiner has the discretion to limit testimony to relevant, non-repetitive comments and to set time limits. If you are unable to attend, written comments, photographs, or other exhibits on the application may be submitted to the staff contact or address below before the hearing date. The Hearing Examiner gives equal weight to testimony submitted in person at a hearing and written comments that are submitted.

For information on how to participate in the remote hearing, please see the City's website for the hearing agenda which will be posted by Monday, September 14, 2026, at 4:00 PM. Please either log in or phone in at the beginning of the hearing to participate. If you need special accommodations, please contact the staff below.

STATE ENVIRONMENTAL POLICY ACT: The proposal is exempt from environmental (SEPA) review pursuant to WAC 197-11-800(3).

APPEAL RIGHTS: Appeal of the Non-administrative Tree Activity Permits is to King County Superior Court pursuant to MMC 16.80.220(B).

QUESTIONS: The complete application may be reviewed by emailing the staff contact below. Requests for information and/or written comments may be directed to the staff contact below, or to Medina City Hall, Attn: Development Services, 501 Evergreen Point Road, Medina, WA 98039.

STAFF CONTACT: Andy Crossett, Medina Tree Consultant, at (206) 310-8254 or andycrossett@hotmail.com

Andy Crossett, Medina Tree Consultant

September 2, 2026
Notice Issued