



Raft Island, Washington

ROADWAY, ROADSIDE & DITCH

Policies

OCTOBER 18, 2021

RAFT ISLAND IMPROVEMENT ASSOCIATION (RIIA)

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Topic

Amendment Roadway, Roadsides (Right-of-Way), includes Ditches and Tree & Shrub Policy

Purpose:

The intent of this policy is to provide clear definitions of roadways, roadsides (right-of-way) boundaries and definition of ownership for trees and shrubs along roadways. This policy shall also define ownership and responsibilities for tree and shrub care and removal within and outside roadway and right of way.

Overview:

There have been a number of inquiries regarding ownership of and responsibility for hazardous trees along the roadways. In addition, the current roadway is not physically in the place as plotted, making ownership along the road way problematic. Some owners have maintained their property up to the road way and clearly claim ownership in that property, while others claim the property along the road is Raft Island Improvement Association (RIIA's) responsibility. This policy will also include resident responsibilities in collecting tree debris in front of their properties and general maintenance.

Definition and Usage:

1. Figures 1 & 2 below is are a visual reference to how RIIA Road Team will evaluate and make a decision on what is required to be trimmed or removed.
2. Road way and roadside defined as right -of-way
 - a. Due to roads not being built per the original plat map, this policy will use the current roadway locations as new reference point and boundaries.
 - b. The roadway boundaries will include width of roadway, and roadside extension defined as RIIA right-of-way which is approximately five (5') from roads edge on both sides of roadway
 - c. The right-of-way shall be used for providing pavement foundation (reducing sloughing of edge), drainage usage and for future public utilities yet to be identified.
 - d. **Note:** the measurements noted in reference diagram below are approximate. In some cases, the roadway width varies.

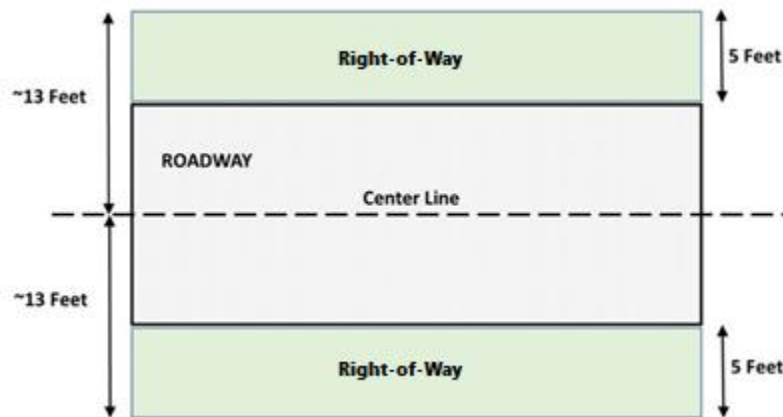


Figure 1

3. Both RIIA and Residents shall be responsible for trees and shrubs that reside within their defined property boundaries.
4. All vegetation along the shoulder of the road must not interfere with traffic. If there is a ditch, vegetation will be cut back to the property side of the drainage ditch.
5. Roads should have a vertical clear zone of 16' feet above the roadway allowing for safe passage of vehicles including emergency vehicles, RVs and commercial trucks.
6. Due to personal safety concerns, no trimming will be performed on trees within safety zones surrounding existing overhead utility poles or lines, unless provided by a utility company.
7. A hazardous tree is defined as a tree that has structural defects in the roots, stem or branches that may cause the tree or branches to fail and may cause personal injury, property damage or road blockage. If a property owner does not wish to take responsibility and a potentially hazardous tree has been identified within 5 feet of the road, RIIA will have a professional arborist assess the tree and, if the tree is found to be hazardous, RIIA will have the tree removed at RIIA's expense after a written notice sent Certified U.S. Mail to the property owner.

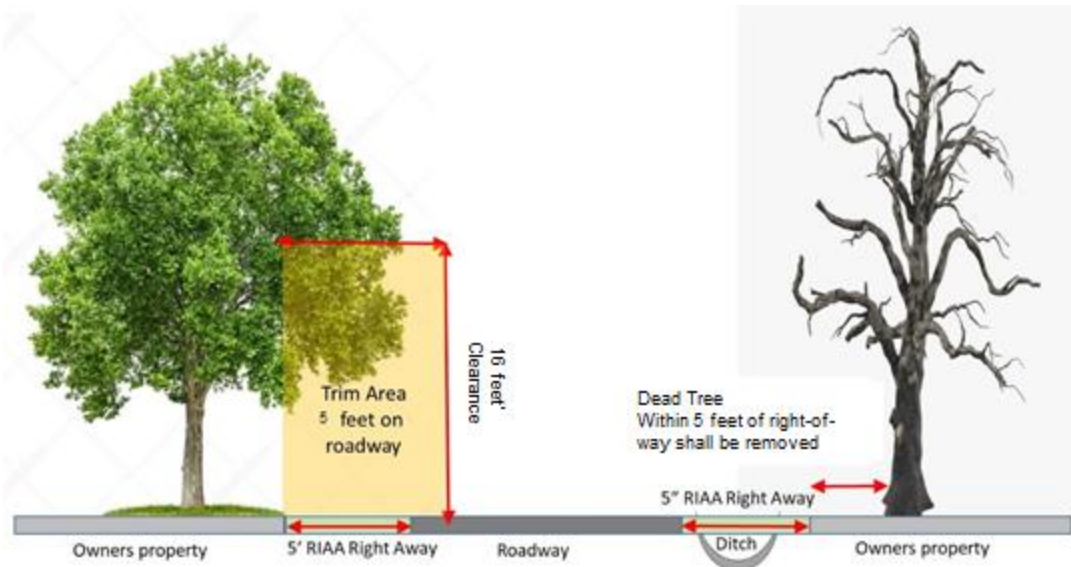


Figure 2

RIIA Responsibilities:

1. All vegetation along the shoulder of the roadways ensuring all vegetation to be cut back to outside of right-of-way area.
2. **Note:** RIIA will work with property owners if ornamental trees and shrubs require trimming. No trimming will be done without first discussing with the owner.
3. Trimming all roadways to ensure a vertical clear zone of 16' feet above the roadway allowing for safe passage of vehicles including emergency vehicles, RVs and commercial trucks.
4. RIIA's role as owner shall be responsible for the following areas (**see figures 1,2 &3**)
 - a. Roadways & right-of- way
 - b. Beaches Areas
 - c. Tennis Court Areas
 - d. Bus Stop Area
5. RIIA Road and Tree committee shall identify and remove hazardous trees that are within 5 feet of roadway. See diagram below



Figure 3

Residence/Owner Responsibilities

1. "Resident/Owner Maintain" option is available to residents, and it is their responsibility to maintain their roadside vegetation according to the parameters set forth in this plan. If residents who choose not to maintain their roadside areas due to an illness or unexpected situation, they should, in a timely manner, contact the Island Manager to discuss options.
2. If the Roads Committee deems by inspection that an owner is not maintaining their property to the standard described above, they shall ask to meet with the owner to discuss options acceptable to both the owner and RIIA.
3. Regarding hazardous trees near the roadway that have been determined to be on owner property, the owner shall be notified in writing from the Board via the Island Manager and options discussed with RIIA Roadway and Tree committee. If the owner does not choose to take responsibility or believe that the tree is hazardous or that the tree is on their property, RIIA will either engage a professional arborist to assess the condition who will work with the RIIA committee on the location of tree. RIIA will refer to plat documents and boundary markers to further assess location. If the tree is found to be hazardous tree, it shall be removed. Location of the tree will determine financial responsibility and that will be established before any work is done and there is a mutually agreed to course of action.
4. In order to keep RIIA drainage to properly function, it is critical that ditch and culverts are kept clean of debris. Residents/owners shall be responsible for cleaning tree debris (leaves and branches) from roadside ditches and roadway in front of their properties. Resident shall collect

and dispose of all debris on as needed basis. *It shall not be acceptable to blow tree or shrub debris down the road or leave debris in ditches or on roadways.* If a resident is unable to perform this responsibility, the resident can request neighbors to assist. If your neighbors are unable to assist, then resident can contact the road committee for assistance

Emergency Condition

1. Emergency situations are typically related to storm conditions which includes excessive rainfall in short periods of time, high winds, snow, freezing rain and extended cold periods
2. For trees that have fallen across roadways during any of these events; please contact Matt Hurley 253-954-6175 as your RIIA contact. The RIIA road and tree committee will address fallen tree as soon as possible.

Ditches

1. This section provides instruction to residents who are planning to cover ditches which are located in front of their property. Ditch usage is intended for rain water management. If ditches are blocked or covered up, rain water will either dam up or divert to other location that can be impactful to a neighbor, creating unstable hillsides, roadway washouts and other unforeseen issues.
2. RIIA shall require any resident who would like to cover a trench to adhere to the following process including notifying the Board of their intent.
 - a. Engage civil engineer to develop engineered plans, includes drawings and specifications
 - i. Note design to show how the water will be managed and how roadways are not impacted
 - b. Present request and stamped engineering documents to Board for approval
 - c. Owner must hire qualified contractor to perform work
 - d. Once work has been completed, notify RIIA road committee in which they will review and sign-off on work.
 - e. If there are issues with work or water management due to workmanship, the Resident will be required to repair at their expense

Paving RIIA Right-of-Way

Drainage is very important and we cannot have members paving over what used to be drainage soil. Therefore the following applies:

1. Only driveways may be paved up to the roadway. No other paving along property areas adjacent to the roadside shall be allowed.
2. No paving along the roadside shall be allowed as this is part of the RIIA right-of-way.

Q&A

1. Q: What if my trees or shrubs are considered ornamental and require special trimming?
A: RIIA shall reach out to owner to discuss with the owner and how trees or shrubs care will be

managed. Generally, the homeowner has been taking care of trimming ornamental trees or shrubs.

2. Q: Who shall determine if a tree is hazardous?

A: The RIIA Road and tree committee in conjunction with the RIIA president and the property owner(s). A professional tree service may be asked to ascertain a hazard and to describe it such that RIIA and the property owner have the same information on which to have discussions and reach a solution together.