



TREE PERMIT APPLICATION

CITY OF SARATOGA • 13777 FRUITVALE AVENUE • SARATOGA, CA 95070
 CITY ARBORIST KATE BEAR • (408) 868-1276 • KBEAR@SARATOGA.CA.US

OFFICE USE ONLY

Date Received:	Status:	Permit # TRP
Expiration Date for Approved Permit:		Deadline to Appeal Denial of Permit:

STEP 1: PROPERTY OWNER INFORMATION

Property Owner:

Home Phone:	Work/Cell Phone:	E-mail:
Address where work will be performed:		
Nearest Cross Street:	Tree Company Performing Work:	
Mailing Address (if different from above):		

I understand that the tree(s) may be removed, pruned, or encroached upon, only according to the criteria established by Article 15-50 of the City code, and that by signing this form, I am agreeing to the conditions of the permit. If trees are requested for removal, my signature certifies that they are located solely on my property. I authorize the city arborist or representative to visit the property to inspect trees.

 X

 Signature of Property Owner _____
 Date

STEP 2: LIST TREES BELOW – APPLICATION PROCESSING FEE = \$125

Make checks payable to the City of Saratoga and submit payment along with the permit application.

- Check the appropriate column to indicate if the tree is to be either: removed, pruned in excess of 25% of the canopy, or encroached upon for construction work (e.g. digging or using equipment with 5 feet of the tree canopy).
- For encroachment or construction, you may need an arborist deposit and arborist report. Call for more information.
- Tree Removal permits are required for the removal of the following trees:
 - Native Trees with a DBH (diameter at breast height-4½ feet above the ground) of 6” or greater (19”in circumference).
 - Other Trees with a DBH of 10” or greater (31”in circumference measured 4 ½ feet above the ground).
 - Any street tree (within public street or right of way) or Heritage Tree (designated by HPC and CC) regardless of size.

Species	Remove <input checked="" type="checkbox"/>	Prune >25% <input checked="" type="checkbox"/>	Construct. /Encroach <input checked="" type="checkbox"/>	Location (Front, Back, or Side Yard)	Reason (Dead, Diseased, Property Damage, etc.)

STEP 3: LOCATION OF TREES

Prepare a site plan in the area below, showing all trees to be removed from the property. Please include identifying structures and streets.

Permit # TRP

TO BE COMPLETED BY A FIELD INSPECTOR:

Notification Required

This tree removal permit is APPROVED in accordance with Article 15-50 of the City Code based on the following:

The tree is DEAD

The condition of the tree with respect to disease, imminent danger of falling, proximity to the structures and interference with utility services.

The necessity to remove the tree because of physical damage or threatened damage to improvements or impervious surfaces on the property.

The topography of the land and the effect of the removal upon erosion, soil retention and the diversion or increased flow of surface waters.

The number, species, size and location of the existing trees in the area and the effect the removal would have upon shade, privacy impact, scenic beauty, property values, erosion control, and the general welfare in the area.

The age and number of healthy trees on the property is able to support according to good forest practices.

Whether or not there are any alternatives that would allow for retaining or not encroaching on a protected tree.

Whether the approval of the request would be contrary to or in conflict with the general purpose or intent of Article 15-50.

Any other information relevant to public health, safety, or general welfare and the purpose of this ordinance as set forth in section 15-50.010.

The necessity to remove the tree for economic or other enjoyment of the property when there is no other feasible alternative to the removal.

APPROVED DENIED OTHER

CONDITIONS:

Replacement tree(s) shall be planted within 3 months from the approval date. The city will re-inspect to ensure compliance with all conditions of approval.

Replace with _____ 15 gallon tree(s):

Reaching a mature height of _____ feet or more. Anywhere on the property. In the front yard.

From the City's List of Natives. Palms are not acceptable as replacement trees.

Other: _____

_____ Signature of Inspector	_____ Date of Inspection
_____ Signature of Community Development Representative	_____ Effective Date of Permit