



CITY OF SARATOGA

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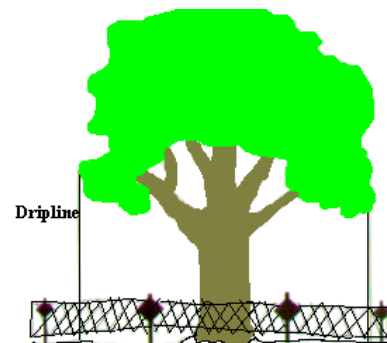
TREE PROTECTION REQUIREMENTS FOR PROJECTS IN SARATOGA

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- ❖ Any time the canopy of a tree protected by City Code extends into an area of proposed construction or is within five feet of the proposed work area an arborist report and a tree preservation plan is required.
- ❖ Protected trees
 - **All trees** – when the trunk diameter at 4.5 ft. above the ground (**DBH**) is **10 inches** or more (includes **all species**, dead trees and fallen trees).
 - **Multi-trunked trees** – add ½ of diameter of all smaller trunks to full diameter of largest trunk (City Code 15-50.020(g) definition of DBH).
 - **Native species** – when the trunk diameter (**DBH**) is **6 inches** or more (coast live oak, valley oak, blue oak, black oak, redwood, Douglass fir, big leaf maple, California buckeye)
 - For additional protected trees see City Code 15-50.050
- ❖ A tree preservation plan is a plan of how to retain, protect and work around trees during a construction project. The easiest way to create a Tree Preservation Plan is to print the arborist report onto a plan sheet and title it “Tree Preservation”.
- ❖ When a construction project needs a tree preservation plan, the City requires that an arborist deposit account be set up with the Planning Department. This account is for the City Arborist to work on projects. Following completion of a project, any funds remaining in the account are refunded back to the property owner. For help with the process or additional questions, feel free to contact the City Arborist.
- ❖ Saratoga City Code: <http://library.municode.com/index.aspx?clientId=16616>
The Tree Regulations are Article 15-50.

TREE PROTECTION ZONE

The tree protection zone is the distance from the trunk to a point that is five feet beyond the canopy of a tree protected by City Code.



City of Saratoga Arborist Report checklist:

- Date of report, address of project, property owner, arborist contact information
- List of plans reviewed and date of plans
- Brief description of work
- Name the designated Project Arborist for the job. Project Arborist must be an ISA-certified arborist approved by the City Arborist prior to the issuance of building permits.
- State that the report is to be copied onto a plan sheet and become part of the final plan set.
- State that the owner, contractor and architect are all responsible for knowing the information included in the arborist report and adhering to the conditions provided.
- An inventory of all protected trees potentially impacted – this includes trees on neighbor’s properties with canopies extending into the work area
- Condition of each protected tree
- Evaluation of impacts of construction or work, including grading, excavation for utility installation, retaining walls, drainage or any other aspect of project
- Any time work should be supervised by a Project Arborist, name that work in the report. Require that a follow up letter be provided to the City documenting how the work was carried out, and any necessary mitigation requirements.
- A map showing the location of each tree
- A map showing the locations of protective fencing
- Tree protection fencing requirements:
 1. Six-foot high chain link fencing mounted on eight-foot tall, 2-inch diameter galvanized posts, driven 24 inches into the ground and spaced no more than 10 feet apart.
 2. Posted with signs saying “TREE PROTECTION FENCE - DO NOT MOVE OR REMOVE WITHOUT APPROVAL FROM CITY ARBORIST - KATE BEAR 408 868-1276”.
 3. The City requires that tree protection fencing be installed before any equipment comes on site and inspected by the City Arborist before issuance of permits.
 4. Tree protection fencing is required to remain in place throughout construction.

TREE PROTECTION ZONE

The tree protection zone is the distance from the trunk to a point that is five feet beyond the canopy of a tree protected by City Code. Tree protection fencing shall be located as close to this location as possible while allowing room for construction to occur.

- Require that tree protection fencing be inspected by City Arborist prior to issuance of building permits.
- Appraised value of each protected tree using the Trunk Formula Method
- The number of trees requested for removal
- A list of trees requested for removal to construct the project, and the appraised value of these trees
- If trees are requested for removal, the arborist report should evaluate the removals according to the City's list of tree removal criteria (City Code 15-50.080, attached) and be able to make findings in the affirmative that the trees qualify for removal and replacement as part of the project.
- The City requires that new trees equal to the total appraised value of trees approved for removal be planted on site, or that some or all of the value be placed in a fund for tree planting elsewhere in the City. This should be specified in the report.
- For ease of determining replacement trees, replacement values have been assigned to specific sizes of trees as follows:

15 gallon = \$350	24 inch box = \$500	36 inch box = \$1,500
48 inch box = \$5,000	60 inch box = 7,000	72 inch box = \$15,000
- Include a statement that any tree on site protected by City Code will require replacement according to its appraised value if it is damaged beyond repair as a result of construction.
- Include replacement tree requirements. Include requirements for height at maturity if tall trees are being removed, native species if natives are being removed, whether new trees should be planted in the front yard or anywhere on the property.
- Tree protection specifications – any conditions needed to adequately protect trees during construction.
- Require that any pruning or root pruning be supervised by an ISA-certified arborist/Project Arborist.
- Require a Tree Protection Security Deposit on trees to be retained during construction and potentially impacted by work. The deposit is to be between 25% and 100% of the total appraised value of trees potentially impacted.

If there will be more than one structure on the property, the deposit must be equal to 100% of the value of the trees potentially impacted (City Code 15-50.080(d)). If only one structure will be built, make a recommendation for the amount of the security deposit.

- Make statements:
 - 1) The owner/applicant will be required to obtain, and file with the Community Development Director, a Tree Protection security deposit prior to obtaining Building Division permits.

- 2) The tree protection security deposit is to remain in place for the duration of construction of the project to ensure the protection of the trees.
- 3) Once the project has been completed, inspected and approved by the City Arborist (a building inspector cannot release the tree security deposit), the bond will be released.

- The arborist report is to include information that supports the findings listed below in the affirmative.
 1. Construction is set back far enough from trees to provide adequate protection, with mitigation and protection measures required to provide adequate protection (City Code 15-50.120)
 2. Trees requested for removal meet the tree removal criteria, overall, and qualify for removal and replacement as part of the project. Include the tree removal criteria as an attachment to the report if trees are being removed (City Code 15-50.080).
 3. The arborist report, once copied onto a plan sheet and included in the final set of plans, serves as a Tree Preservation Plan (City Code 15-50.140).
 4. The design of the project preserves the maximum number of protected trees possible given the constraints of the property (City Code 15-45.080(c))
- Require a final inspection by the City Arborist at the end of the project. This is to be done before the tree protection fencing is taken down. Replacement trees should be planted at this time as well.