OFFICE USE ONLY
PERMIT NO.
ASSOC. PERMIT NO.
ASSOC. PN NO.

TREE WORK PERMIT APPLICATION

Applicant Information	
Name/Company:	Date:
Address:	
Email:	Phone:
Owner Information (if different from above)	
Name:	Date:
Address:	
Email:	Phone:

Owner/Agent Statement:

Property Owner Consent - I am the legal owner of record of the land specified in this application or am authorized and empowered to act as an agent on behalf of the owner of record on all matters relating to this application. I declare that the foregoing is true and correct and accept that false or inaccurate owner authorization may invalidate or delay action on this application.

Owner Signature:_____ **Date**:_____

TREE INFORMATION

A Tree Work Permit is required for pruning limbs 2" in diameter or greater, removing more that 10% of the canopy, activities such as grading, trenching, paving or soil disturbance undertaken within the Tree Protection Zone, cabling and/or bracing, or other activities that may impact the long-term health and survivability of a Protected Tree as may be determined by the City Arborist.

Site Address or APN: I

Tree Tag # (if applicable)	Tree Species	*DSH	Location on Property	Prune ☒	Construction ☒	Other ☒	Description/Work Scope (specify reason, size of cuts, percent of canopy removal, etc)
				☐	☐	☐	
				☐	☐	☐	
				☐	☐	☐	

Attached to this application (select all that apply)**:**

Arborist Report ☐ Tree Protection Plan ☐

Tree Site Plan ☐ Other:_____ ☐

PROJECT ARBORIST INFORMATION:

Name: _____ Phone: _____

Email: _____ ISA#_____

*DSH is Diameter at Standard Height – this is the diameter (in inches) of the tree trunk measured at 4.5 feet high. You can calculate the diameter by measuring the circumference of the tree trunk and then dividing that measurement by 3.142.

**Use the Supplemental Tree Work Form to include additional trees for regulated activity under the scope of this application

Applicant Signature: _____ **Date**: _____

►►►►►►►►►► CITY OF FOLSOM OFFICIAL USE ONLY ◄◄◄◄◄◄◄◄◄◄		
Date Processed:		Permit Number:
APPROVED ☐	City Arborist Comments:	Permit fee: $
CONDITIONS ☐		Fines/Penalties: $
DENIED ☐		**TOTAL: $**

Authorized Signature:_____ **Date:**_____

City Arborist

For questions contact the City Arborist: (916) 461-6213 or TreePermitEPC@folsom.ca.us

GENERAL PROVISIONS

Tree Work Permit applications can be submitted online, in person to the Community Development Department at 50 Natoma St, Folsom CA 95630, or emailed to the City Arborist at anunez@folsom.ca.us.

A Tree Work Permit is required in order to perform major pruning or any regulated activity within the Tree Protection Zone (TPZ) of a Protected Tree. Trees protected under the Municipal Code include:

1. Native Oak Trees (coast live oak, blue oak, valley oak, and interior live oak) with a DSH of 6" or greater
2. Heritage Trees – Trees with a trunk diameter (DSH) of 30" or greater
3. Street Trees – Public and private trees of any size within 12.5' of a street or sidewalk
4. Parking Lot Shading Trees – Trees of any size planted in a parking lot to satisfy shade coverage requirements
5. Regulated Trees – Trees of any size required as a condition of development project approval

Before approving an application for a Tree Work Permit, the City shall make at least one of the following findings:

1. The proposed activity is not detrimental to the immediate or long-term health of the Protected Tree; or
2. The proposed activity may impact the immediate health of the Protected Tree(s), but a Tree Protection and Mitigation Plan has been prepared that minimizes the impact and protects the long-term health of the tree(s) to the satisfaction of the Approving Authority; and
3. The proposed activity is in accordance with the provisions of this Chapter and all applicable City standards and policies.

The City Arborist may approve, modify, approve with conditions, or deny the permit application. Written notice of the decision for a Tree Work Permit will be provided to the applicant. The decision on a Tree Work Permit is final and not subject to appeal.

All regulated activity undertaken on Protected Trees shall be performed in accordance with the City of Folsom's Tree Care and Maintenance Standards.

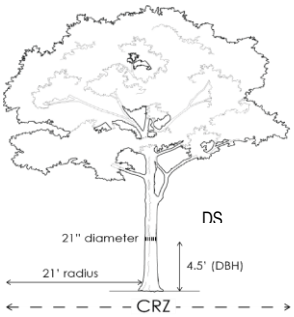
Activities such as tree removal and/or fatal construction impacts require a separate Tree Removal Permit and may not be included under the scope a Tree Work Permit.

Time Limits

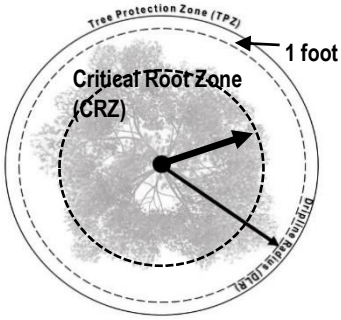
1. Any application inactive for a period of six (6) months from the last written correspondence with the applicant shall expire. If the applicant subsequently wishes to pursue the requested permit, a new application, including fees and all submittal requirements must be filed.
2. Any permit not exercised within six (6) months from the date of approval shall expire unless approved in association with other project entitlements, in which case the permit expiration date shall track the expiration of said project entitlements not to exceed two (2) years.

Permittees of Tree Permits shall defend, protect, indemnify and hold harmless the City of Folsom and its officials, agents and employees from any and all claims, demands, suits, causes of action, damages, costs, expenses, losses, or liability, in law or in equity, of every kind and nature whatsoever arising out of or in connection with the issuance of the Tree Permit or the permittee's work performed under the Tree permit.

Critical Root Zone:



Tree Protection Zone:



SUPPLEMENTAL TREE WORK PERMIT FORM

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