



City of Folsom Community Development Department

50 Natoma Street
Folsom, California 95630
(916) 461-6213 (916) 355-7274



TREE PERMIT GUIDELINES FOR *PROTECTED TREES

Tree Maintenance (Owner/Occupant)

Complete a **Tree Permit Application** Form with basic information, including name, address, and the phone number of the applicant and property owner if different.

- **Minor Trimming and/or major pruning:** Indicate approximate tree location(s) on site (front, back or side yard). City Arborist will contact property owner to arrange inspection of the tree(s) to determine if a permit is required for major pruning. If a permit is necessary, no mitigation is usually required.
- **Hazardous or dead trees:** Indicate approximate tree location(s) on site (front, back or side yard). City Arborist will contact property owners to arrange inspection of the tree(s) to confirm condition. No fee or mitigation is normally required to remove dead or hazardous trees.

Development and Builders (includes additions, pool and spas, and grading)

- Complete a **Tree Permit Application** form.
- Submit an **arborist report** (not always required for swimming pools & spas) by an International Society of Arboriculture Certified Arborist. The arborist report should list all trees on or overhanging the site and will document their tag number, species, size, condition, any recommended actions to improve health or mitigate adverse construction impacts to trees which are to be preserved, and the tree's overall rating.
- Submit a tree permit plan with the building plan submittal (for swimming pools, submit pool plan with the required information). Normally, the tree permit plan is a duplicate of the site/grading plan and includes accurate trunk locations, including horizontal and vertical, setbacks, and existing and proposed grades. Trees shall be located by a professional engineer or a licensed land surveyor. Plans shall show tree identification number(s) corresponding to the arborist report and all **Tree Protection Zones. All existing and proposed utility service lines such as sewer, water, gas, cable, electrical, and any associated trenching shall be indicated. If the structure(s) encroach into any tree canopy, building elevations shall be provided. Show the limits of all excavation and/or grading.
- If trees are to be removed or significantly impacted, the builder/owner shall pay the associated in-lieu **mitigation fees** or provide a **mitigation plan** indicating where native oak mitigation trees are to be planted. A compliance deposit will usually be required for any mitigation plan and will be returned upon completion of the mitigation. In most cases, mitigation trees shall be planted at finish landscape grade, appropriately irrigated, and shall be maintained for a minimum of two (2) years.

***Protected Trees** means native oak trees with a diameter of 6 inches or greater at 54 inches in height, "street trees", and landmark trees. In the case of multiple trunk trees with stem diameters less than 6 inches, include trees with an aggregate diameter of 20 inches or more (FMC 12.16).

****Tree Protection Zone (TPZ)** – The area around a tree known as the **Tree Protection Zone (TPZ)** is protected by the Folsom Municipal Code. The TPZ radius is measured from the center point of the trunk to one foot beyond the tip of the furthest lateral limb and is shown as a circle surrounding the trunk location.

The 4-foot-high brightly colored tree protective construction fencing with 5' stakes (10' on center maximum spacing for posts, 50' maximum spacing for signs) shall be installed outside of this zone and be well maintained in an erect condition all through the construction period. It is mandatory that the City Arborist shall inspect the exclusionary fencing prior to the commencement of any grubbing, tree pruning or removal, grading, trenching, excavation, or construction. The tree protection fencing shall not be moved or removed unless written approval is given by the City Arborist, call: (916) 355-7281.

