

**CITY OF CARMEL-BY-THE-SEA**

P.O. Box "SS"  
Carmel, CA  
Ph: (831) 620-2070/FAX: 831-624-2132

Date Received \_\_\_\_\_

Application Fee: \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

**APPLICATION FOR PERMIT TO REMOVE OR PRUNE TREES**  
**NO CONSTRUCTION**

Location of property: \_\_\_\_\_

Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Name of Applicant/Contractor: \_\_\_\_\_

Mailing Address \_\_\_\_\_ Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_ Phone #: \_\_\_\_\_

WHO WILL BE REMOVING/PRUNING THE TREE(S): \_\_\_\_\_

(PLEASE NOTE IF TREE(S) ARE ON CITY OR PRIVATE PROPERTY)

Number, size and species of **tree(s)** to be removed: \_\_\_\_\_

\_\_\_\_\_

Number, size and species of **limbs** to be removed: \_\_\_\_\_

\_\_\_\_\_

Number, size and species of **roots** to be removed: \_\_\_\_\_

Reason for removal or pruning: \_\_\_\_\_

\_\_\_\_\_

You will be notified in writing the date and time that your request is scheduled for a hearing. If you or your representative is unable to attend the hearing, your application will be tabled. You may reschedule by contacting the Secretary to the Forest and Beach Commission at (831) 620-2070. You may waive your right to speak at the hearing and authorize the Forest and Beach Commission to act on your request in your absence by signing on the following line:

Date: \_\_\_\_\_

A SITE PLAN **MUST** ACCOMPANY THIS APPLICATION AND **SHOW** THE FOLLOWING:

1. Location, size and species of ALL trees on the lot.
2. Location and species of tree(s)/limb(s) to be removed or pruned
3. Footprint of the structure.
4. Location of areas for tree replanting – The City has adopted Design Review Guidelines which include a minimum tree density per lot. Please review the attached Policy and indicate on the site plan where you intend to plant trees necessary to comply with this guideline.

- Any decision of the Forest and Beach Commission is based on information submitted with this application – PLEASE BE ACCURATE.
- **NO WORK IS PERMITTED** until you have picked up your permit for tree work – The Permit must be posted on the job site when work is being performed.

Owner's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Agent for Owners: \_\_\_\_\_ Date: \_\_\_\_\_

**INCOMPLETE APPLICATION WILL BE RETURNED**