



APPLICATION FOR TREE EVALUATION, PRUNING, OR REMOVAL PERMIT

CITY OF CARMEL-BY-THE-SEA
P.O. BOX "CC"
Carmel-by-the-Sea, CA 93921
(831) 620-2070

Date Received: _____
Fee: \$ _____
Permit ID #: _____

Address of tree/property: _____

Assessor's Parcel Number (APN): _____

Is this application for purposes of construction?* Yes No If yes, associated planning permit ID #: _____

*Applications without construction purposes do not require an arborist's report.

Ownership of tree(s) (select all that apply): Private City Unsure Shared/split

Is the Applicant the... Property Owner Neighbor Tree Company Other: _____

Applicant Information:

Property Owner Information (if different from Applicant):

Name: _____

Name: _____

Mailing Address: _____

Mailing Address: _____

Email: _____

Email: _____

Phone: _____

Phone: _____

The applicant **MUST** note the quantity, size, and species of tree(s) in **EACH** of the following categories:

For Evaluation: _____

For Pruning*: _____

For Removal: _____

*Please include the quantity and estimated size of branches or roots for pruning.

Reason for pruning or removal: _____

Who will be pruning or removing: _____

For evaluations only:

Would you like to be present at the time of evaluation? Yes No

I consent to the City issuing a tree pruning or removal permit based on the result of the evaluation.* _____

*Additional fees may be due for the issuance of a pruning or removal permit.

(Property Owner Initials)

A site plan **MUST** accompany this application. The site plan must:

1. Include the outline of the property and footprint of any structures, label surrounding streets, and include North arrow.
2. Identify location(s) and species of:
 - ...all trees on the private property (if request involves privately-owned trees).
 - ...all trees in the Public Right of Way adjacent to the property (if request involves City-owned trees).
3. Identify the tree(s) requested for evaluation, pruning, or removal.

Optional: Photo of tree(s)

No work is permitted until a permit has been issued to you. The approved permit **MUST** be posted in a conspicuous location in the adjacent public right-of-way prior to beginning work and must remain posted for the entire duration of the work.

Applicant Signature: _____

Date: _____

Property Owner Signature*
(if different from Applicant): _____

Date: _____

*If the tree(s) is/are privately owned, the property owner's signature **MUST** be provided.

INCOMPLETE APPLICATIONS WILL BE REJECTED.