

SAN CARLOS PLANNING DIVISION  
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## PLANNING DIVISION GESC TREE & BEAUTIFICATION PROGRAM APPLICATION

The Greater East San Carlos Tree & Neighborhood Beautification Fund Policy was adopted by the Greater East San Carlos Neighborhood Association Board on Aug 17, 2021

ADDRESS/APN: \_\_\_\_\_

PROPERTY OWNER NAME(S): \_\_\_\_\_

REIMBURSEMENT AMOUNT: \_\_\_\_\_

Phone (M): \_\_\_\_\_

Phone (H): \_\_\_\_\_

E-Mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Date

### IMPORTANT INFORMATION:

- GESC homeowners may apply for reimbursement of up to \$1,250 in tree planting expenses.
- The fund only covers the purchase and planting of new trees and does not cover the cost of removing old trees/stumps or other gardening work.
- The homeowner shall maintain the tree for the life of the tree. This includes trees fronting the property. This includes but is not limited to regular pruning and/or applying for a permit to remove/prune.

### PROCESS:

- Applicants must include the following with this form:
  1. A conceptual site plan indicating location, number, and species of proposed tree(s).
  2. Colored photographs showing the proposed tree planting location(s).
  3. Email to [planning@cityofsancarlos.org](mailto:planning@cityofsancarlos.org) and specify GESC Tree & Beautification Program in the subject line.
- Our program coordinator will reach out once the application has been reviewed and advise on approval status.
- Once the tree is planted, detailed receipts and photos should be submitted to the City of San Carlos Planning Division ([planning@cityofsancarlos.org](mailto:planning@cityofsancarlos.org)) for reimbursement.  
**Please note: Once you receive approval you will have 30 days to complete this step.**
- Funds will be reimbursed on a first come first served basis, until funds are depleted.
- Tree Species must come from our Preferred Tree List [which can be found here.](#)

**All newly planted trees must adhere to the San Carlos Protected Tree Ordinance which [can be found here.](#)**