



HERITAGE TREE REMOVAL PERMIT APPLICATION



COMMUNITY DEVELOPMENT DEPARTMENT • 345 N. EL DORADO STREET • STOCKTON, CA 95202 • (209) 937-8266
Planning@stocktonca.gov • www.stocktonca.gov/planning

Refer to Stockton Municipal Code (SMC), Title 16, Development Code, Section 16.130 for Heritage Tree Permit, including SMC Section 16.130.050 for Emergency Removal, and Section [16.240.020](#), Definitions of Specialized Terms and Phrases, for information related to removal permits, please contact the Planning Division at planning@stocktonca.gov. Property owner is requesting permission to remove heritage tree(s) at their expense. Property owner agrees that oak tree removals shall be in their entirety, in accordance with the SMC.

Residents may trim, prune, and maintain trees on their property with no permit required.

STEP 1

Confirm tree is a Heritage Tree. Contact a qualified tree professional for a confirmation of tree species.

Per Section [16.240.020](#), a Heritage Tree is "Any *Quercus lobata* (commonly known as "Valley Oak"). *Quercus agrifolia* (Coast Live Oak), and *Quercus wislizenii* (Interior Live Oak) tree which is located on public or private property within the limits of the City, and which has a trunk diameter of **16 inches or more, measure at 24 inches above actual grade**. For Oak trees of the species mentioned above, with multiple trunks, the combined total trunk diameter shall be used for all trunks measuring six (6) inches or greater measured at 24 inches above actual grade.

- If the qualified tree professional confirms that the tree meets the definition of a Heritage Tree listed below, then a Heritage Tree permit is needed. Proceed to **Step 2**.
- If the qualified tree professional confirms that the tree is not a Heritage Tree per the definition above, then a Heritage Tree permit is not needed.

STEP 2

Obtain a report prepared by a certified Arborist. The report must contain the following:

- Tree Species;
- Tree Diameter at 24 inches above grade;
- Condition of the tree;
- Reason for Removal. A valid reason for removal must include: disease and/or insect infestation; danger of falling; proximity to existing or proposed structures; interference with utility services; and construction of proposed improvements.

STEP 3

Prepare application and documentation. The following is required for application submittal:

- Arborist report that confirms species and condition of tree.
- Site Plan with the location and number of tree(s).
- Photograph(s) of tree(s) proposed for removal.
- Documentation to illustrate the reason for the request to remove Heritage Tree(s).
(For example: professional assessment of damage to property, photos of damage and/or disease).

STEP 4

Submit Application.

Email (Preferred Method):

- A) Scan the completed application with signature(s) to PDF format and email the application to planning@stocktonca.gov. In the subject line include **HERITAGE TREE REMOVAL** and the property address.
- B) Staff will send invoice and payment instructions. Once payment has been confirmed, the Heritage Tree Removal permit will be reviewed and the decision determined will be provided via email.

In Person:

- A) Bring the application materials to the City of Stockton Permit Center at 345 N El Dorado St. ([click here for hours of service](#)).
- B) Staff will review and make determination for proposed tree removal accordingly; decision determined will be provided via email.

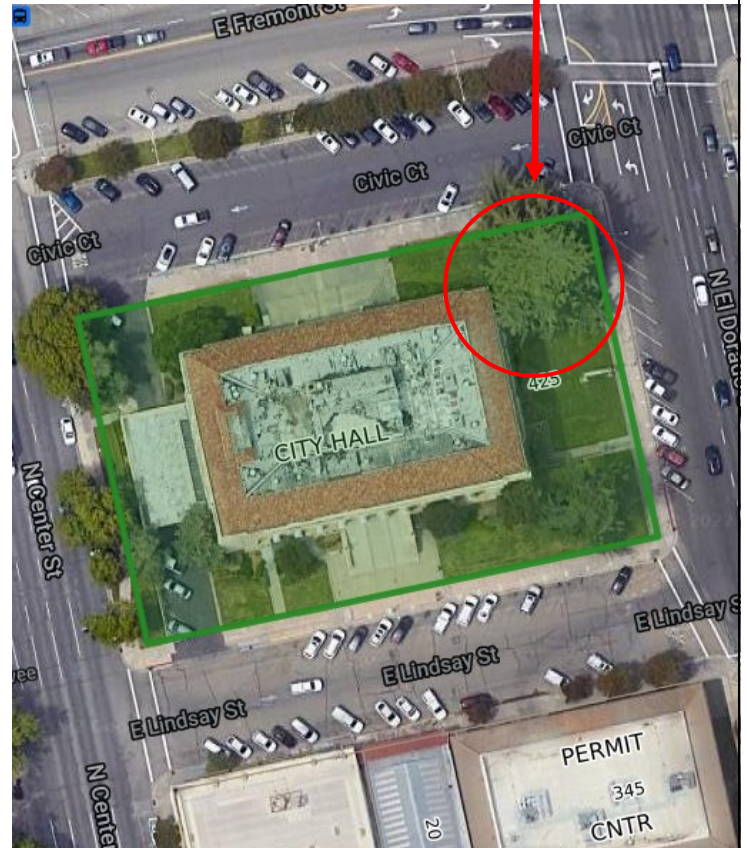
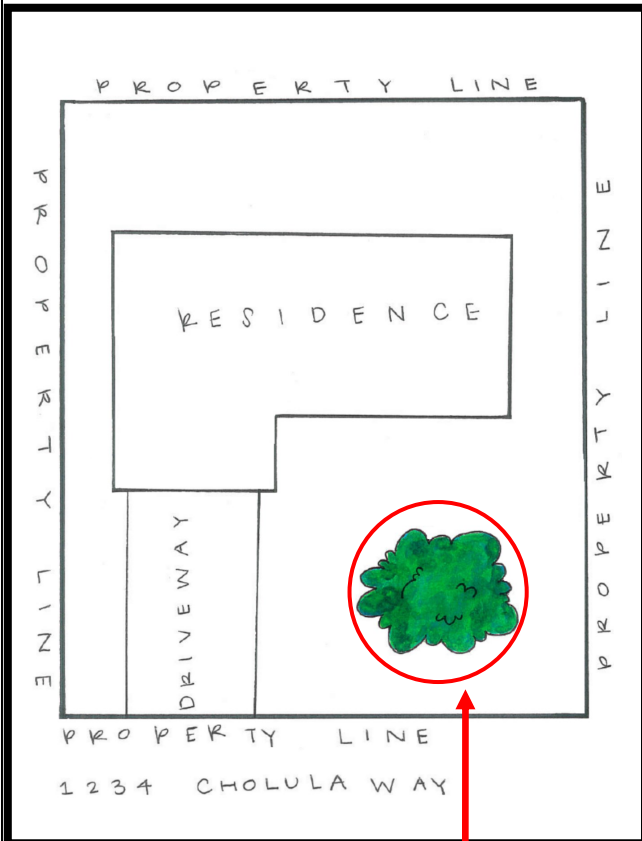
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SAMPLE SITE PLAN



Tree proposed for removal



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APPLICANT/ LOCATION:

PROPERTY OWNER (if different):

Name: _____
Address: _____
City/Zip: _____
Phone: _____
E-mail: _____

Name: _____
Address: _____
City/Zip: _____
Phone: _____
E-mail: _____

PROPERTY AND TREE LOCATION

Address: _____ Assessor's Parcel No: _____

Species of Tree (if known): _____

REASON FOR REMOVAL (check all that apply):

AGREEMENT TO COMPLY

- The condition of the tree with respect to disease, danger of falling, proximity to existing or proposed structures, and/or interference with utility services.
- The necessity to remove the tree in order to construct any proposed improvements.
- Other (Describe): _____

THE INFORMATION PROVIDED HERE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I AGREE TO: (A) CONFORM TO STOCKTON MUNICIPAL CODE SECTION 16.162; AND (B) THE INDEMNIFICATION CLAUSE BELOW.

X	X
_____ Applicant Signature	_____ Property Owner Signature (if different)
_____ Date	_____ Date

CAMPAIGN CONTRIBUTION DISCLOSURE NOTICE

If the Applicant and/or property owner of the subject site has made a financial contribution to a Planning Commissioner within the past 12 months, a signed disclosure of that contribution may be required in compliance with California Government Code Section 84308.

INDEMNIFICATION NOTICE

Applicant and Real Party in Interest*, if different, agrees to defend, indemnify, hold harmless, and release the City of Stockton, its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of the above, the purpose of which is to attack, set aside, void, or annul the approval of this application of adoption of the environmental document which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, expenses, attorney's fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive or active negligence on the part of the City of Stockton, its agents, officers, attorneys, or employees. (*) Real Party in Interest may be different than a listed property owner. If property is held by a trust, the Real Party in Interest would be one or more individuals who benefit from the trust. In such a case, the actual beneficiary or real party in interest must sign instead of property trustee.

OFFICE USE ONLY

Date Rec'd: _____ Processed By: _____

HT# _____ - _____



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Stockton Municipal Code Chapter 16.130 (HERITAGE TREES) It is the purpose of this chapter to provide a procedure by which the Director may consider the appropriateness of a request to remove a heritage tree, as defined in Division 8 (Glossary). (Ord. 015-09 C.S., eff. 12-3-09)

Permit Not Required. A permit shall not be required:

1. **To Trim, Prune, or Maintain a Heritage Tree.** Maintenance of trees includes deep root watering; root pruning; installing root barriers; clearance and structural trimming; fertilizing; pest control; removal of mistletoe, dead branches, leaves, and other debris; and the removal of branches to ensure visibility of traffic signs or the movement of pedestrians on sidewalks or vehicles on streets. Maintenance does not include the removal or effective removal of a heritage tree as defined in Section [16.240.020](#) (Definitions).

16.130.050 Emergency.

In circumstances where the condition of a heritage tree poses an imminent threat to public health, safety, or welfare requiring immediate removal, as determined by the Director, a public hearing in compliance with Section [16.130.030](#) (Permit) shall not be required; a permit to remove the heritage tree, signed by the Director, shall be obtained prior to the removal of the heritage tree in such case where a person has been granted a permit for an emergency removal, payment of the permit fee shall not be required. Emergency removals do not require replacement. (Ord. 2020-12-01-1502 C.S. § 34; Ord 15-09 C.S., eff. 12-3-09)

16.130.060 Replacement.

Except for an emergency removal of a heritage tree in compliance with Section [16.130.050](#) (Emergency), any heritage tree that is removed or effectively removed shall be replaced on a three (3) for one (1) basis at the discretion of the Director. The size of the replacement trees shall be determined by the Director based on the size of the tree that was removed, but shall be at least 15-gallon container stock. If possible, the replacement trees shall be planted on the same parcel as the tree that was removed. In those cases where it is not possible to replace the tree on the same parcel, the replacement tree(s) shall be planted in a City park or other location determined by the Director. (Ord. 015-09 C.S., eff. 12-3-09)