



STREET 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

Residents may trim, prune, and maintain trees adjacent to their property in city right-of-way with no permit required. If the condition of the tree poses an imminent threat to health or safety the tree may be placed on a list to be removed by the City without a permit or the requestor may have the tree removed themselves (Stockton Municipal Code §[16.162.070](#)). The Tree Division makes the determination of whether a tree qualifies for emergency removal. Please contact the Tree Division at (209) 937-8317 on weekdays, or (209) 937-8341 after hours.

Refer to Stockton Municipal Code (SMC), Title 16, Development Code, Chapter [16.162](#) for Street Tree Permits, including SMC §[16.162.070](#) for Emergency Removal, and §[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 street tree(s) at his/her expense. Property owner agrees that street tree removals shall be in their entirety, in accordance with the SMC.

STEP 1 Contact the City of Stockton Public Works Tree Division at (209) 937-8317 for an inspection.

- If the Tree Division determines the tree is dead, diseased or dying, consult with the Tree Division to determine removal date. If the Tree Division removes the tree, then a Street Tree Removal Permit is not required.
- If the Tree Division places the tree on a removal list, but the property owner wishes to remove the tree at their own expense, then a Street Tree Removal Permit is required from Planning.
- If the Tree Division determines the tree is in satisfactory condition or the property owner wishes to remove **and replace the tree**, at their own expense, sooner than the time frame set by the Tree Division, then at least one of the following reasons for removal must be demonstrated:

STEP 2 Confirm there is a valid reason for removal.

- Structural weakness;
- Disease and/or insect infestation;
- Destructive root system causing excessive damage to public and/or private improvements;
- Obstruction to a driveway or entranceway;
- Sidewalk and/or curb improvements for which an encroachment permit has been issued;
- New construction.

STEP 3 Prepare application and documentation. Required for application submittal:

- Site Plan with the location and number of street tree(s).
- The Public Works inspection tag, or a photograph of the tag.
- Photograph(s) of tree(s) proposed for removal.
- Documentation to illustrate the reason for the request to remove street tree(s).
(For example, public works inspection notice, photos of damage or disease, copy of permit).

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 **STREET TREE REMOVAL** and the property address.
- B) Staff will send invoice and payment instructions. Once payment has been confirmed, the Street 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.

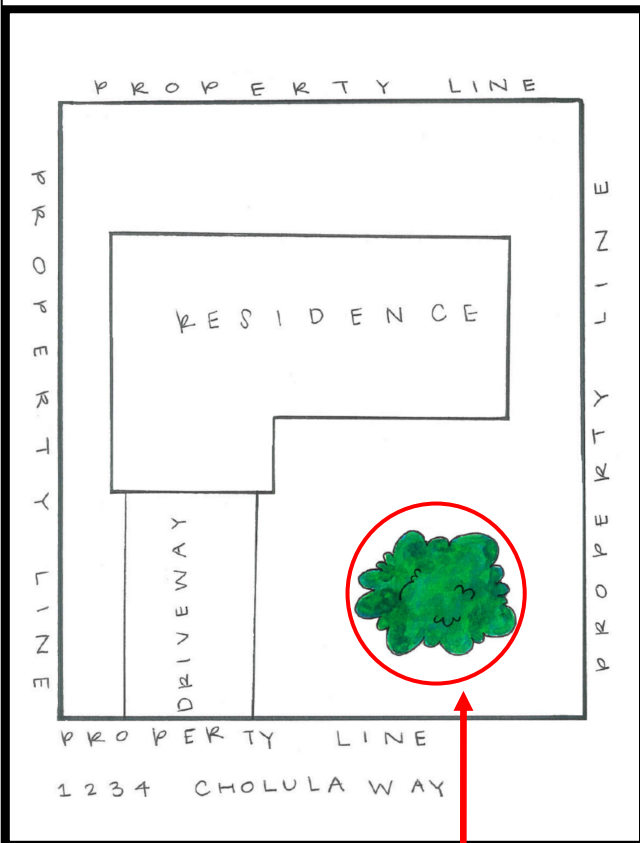
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SAMPLE SITE PLAN



Tree proposed for removal

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

- Structural weakness
- Disease and/or insect infestation
- Destructive root system causing excessive damage to public and/or private improvements
- Obstruction to a driveway or entranceway
- Sidewalk and/or curb improvements for which an encroachment permit has been issued
- New construction
- 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 _____

Applicant Signature

_____ Date

X _____

Property Owner Signature
(if different)

_____ 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: _____

P# _____



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Stockton Municipal Code Chapter 16.162 (STREET TREES) It is the purpose of this chapter to provide a procedure by which the Director may consider the appropriateness of a request to plant, remove, replace, or relocate a City street tree. (Ord. 015-09 C.S., eff. 12-3-09) in compliance with Chapter [16.162](#).

Permit Not Required. A permit shall not be required:

1. **To Trim, Prune, or Maintain a Street 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 street tree as defined in Section [16.240.020](#) (Definitions).
2. For the planting of trees in compliance with a City approved plan. (Ord. 015-09 C.S., eff. 12-3-09)

Replacement.

Anyone who removes a street tree shall replace it on a one (1) for one (1) basis. The size and species of the replacement shall be determined by the Director based on the size of the tree that was removed, with the minimum size being a 15-gallon container stock. If possible, the replacement tree shall be planted on the same parcel as the tree that was removed; if not possible, it shall be planted in a City park or some other location determined by the Director. Such off-site planting shall be performed by a local contractor hired by the City. The applicant shall reimburse the City for the cost of any off-site planting together with a two and one-half (2.5) percent administration fee based on the actual cost of the planting contract. (Ord. 015-09 C.S., eff. 12-3-09)

Emergency Removal.

In circumstances where the condition of a street tree poses an immediate threat to health or safety, as determined by the Director or the Public Works Director, or designee, the tree may be removed by the City without a permit; however, a permit shall be required for all other persons. 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. 011-11 C.S. § 1, eff. 10-27-11; Ord. 015-09 C.S., eff. 12-3-09)