



# PLACER COUNTY PLANNING SERVICES DIVISION

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## TREE PERMIT

Required Site Plans: 3 (8-1/2x11" or **folded** that size) Required Applications: 1 Filing Fee: \$\_\_\_\_\_

**Note: Tree Permits are valid for 6 months from the date of approval, unless otherwise noted by the approving body.**

--For Planning Division Use Only--

Accepted By \_\_\_\_\_ Receipt # \_\_\_\_\_ APN \_\_\_\_\_  
Date \_\_\_\_\_ Zoning \_\_\_\_\_ File # \_\_\_\_\_  
Community Plan \_\_\_\_\_

--To Be Completed By Applicant--

- Property Owner \_\_\_\_\_ Telephone # \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_  
FAX # \_\_\_\_\_ Email address \_\_\_\_\_
- Applicant \_\_\_\_\_ Telephone # \_\_\_\_\_  
Address \_\_\_\_\_  
FAX # \_\_\_\_\_ Email address \_\_\_\_\_
- Project Location: \_\_\_\_\_
- Describe trees to be removed, trees impacted, species, diameter at breast height, and what development activity will occur in the general vicinity of the tree (i.e. grading, utilities, structures, etc.). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Reason for removal \_\_\_\_\_  
\_\_\_\_\_
- Has a site plan been included with this application? \_\_\_\_\_ (See reverse for site plan requirements)
- Has an Arborist's Report been included with this application? \_\_\_\_\_ (Note: In most cases an Arborist's Report is not required)

I hereby declare that the above information and the information shown on the site plan are accurate.

\_\_\_\_\_  
Signature of Property Owner (mandatory)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

--For Planning Division Use Only--

Date of Approving Body's Action \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_  
Summary/Conditions of Approval: \_\_\_\_\_

\_\_\_\_\_  
Signature of Approving Body

**PURSUANT TO A POLICY OF THE BOARD OF SUPERVISORS, THE PLANNING DIVISION CANNOT ACCEPT APPLICATIONS ON TAX DELINQUENT PROPERTY. APPLICATIONS AFFECTING PROPERTY WITH ZONING VIOLATIONS OR OTHER VIOLATIONS OF COUNTY CODE MAY BE REJECTED.**

**MINOR TREE PERMIT** (i.e. issued for single family residential lots and projects where no other discretionary permits are required. etc.) - Any person desiring to conduct any development activity or remove one or more protected trees, where such development activity or removal is not associated with a discretionary project, shall make application to the Planning Division for a Minor Tree Permit not less than ten (10) days prior to the date the applicant wishes to conduct the development activity. Said application shall contain:

1. A brief statement of the reasons for the development activity.
2. Written consent of the owner of record of the land on which the proposed development activity is to occur.
3. Site Plan Map – A scaled Site Plan Map shall be 8-1/2x11”, or **folded** to that size, and include the following information:
  - a. Physical Characteristics - The body of the map should accurately portray the following existing and proposed features:
    - 1) property lines;
    - 2) streets, access easements and/or public or private driveways and other paved areas;
    - 3) buildings or structures (existing and proposed);
    - 4) parking and other paved areas;
    - 5) proposed grading and construction -- including utilities, if available;
    - 6) Tree Locations - All protected trees (most native trees 6" in diameter or greater or multi-trunk trees with an aggregate diameter of 10" or greater) within 50 feet of any development activity must be depicted on the site plan map. Additionally, the site plan map shall indicate the exact location of the base and **drip-line** for all protected trees within 50' of any development activity;
    - 7) Vicinity map.
4. If necessary, an Arborist's Report relating to the tree(s) in question.
5. Other pertinent information as deemed necessary by the Planning Division or County Arborist.
6. Violations that occur with Minor Tree Permits may be required to submit information equal to that normally required for discretionary projects.
7. The required filing fee.

Note: A Minor Tree Permit may be issued for the purpose of maintaining existing trees in a healthy condition on land that may be developed in conjunction with a discretionary project.