



# TREE REMOVAL PERMIT APPLICATION

For Tree(s) Growing on City Property, Public Right-of-Way, or a City Easement

Official Use Only: Date Received

## SECTION A

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address of Tree(s) Proposed to be Removed: \_\_\_\_\_

Location of Tree(s):

City Property   
Complete Section B

Public Right-of-Way   
Complete Sections B and C

Other City Easement   
Complete Sections B and C

## SECTION B

**Please Provide the Following and Return to the Public Works Department for Approval:**

1. A detailed site plan on an 8-1/2" x 11" format showing exact location of tree(s) to be removed, labeled "Attachment 1".
2. A statement demonstrating need for tree removal referencing a reason listed in Chapter 12.32.110 of the Poway Municipal Code, labeled "Attachment 2".
3. A picture of tree(s) being proposed to be removed. The photograph must be signed and dated by the photographer and labeled "Attachment 3".
4. The required Tree Removal Permit fee (please see master fee schedule.).
5. Species and size(s) of tree(s) being proposed to be removed and of the replacement tree(s) (if required, see below):

Number of Trees	Tree Species	Trunk Diameter(s)	Replacement Tree(s) Species and Size(s)

**NOTE:** Replacement tree requirements – If a tree is 1) a Native Tree or 2) on commercial or industrial property and is greater than 3" in diameter, it must be replaced by a similar sized tree (see Poway Municipal Code, Chapter 12.32.130). A Native Tree is one of the following: Canyon Live Oak, Coast Live Oak, Englemann Oak, and California Sycamore.

## SECTION C

1. Is/are the tree(s) being proposed to be removed in the public right-of-way of a residential street? Yes  No

If YES, list the property's Assessor's Parcel Number (APN): \_\_\_\_\_

2. Is the applicant the property owner? Yes  No

If NO, Owner's Signature: \_\_\_\_\_

## SECTION D

**FOR CITY OF POWAY USE ONLY:**

If tree(s) is/are growing on the public right-of-way of a residentially classified street, attach confirmation that a Notice of an Intent to Remove a Tree has been sent to adjacent property owners within one working day of receipt of form.

**APPROVED**  \_\_\_\_\_  
Public Works Supervisor (if applicable)

**DENIED**

**APPROVED**  \_\_\_\_\_  
(With Attached Conditions) Operations Manager or Assistant Director Director of Public Works