



# City of Walnut Creek

## Tree Removal Permit Application

**CRITERIA FOR REMOVAL:** A permit is required to remove any tree (dead or alive, public or private) that is 9 inches in diameter, or 28 inches in circumference (around) measured at 4 1/2 ft. above the natural grade.

**Allow ten (10) working days for a field evaluation and processing of your application**

**For an emergency permit, please call (925) 943-5854**

1. Name(s) of property owner(s): \_\_\_\_\_

2. Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

3. Address of the tree(s) if different from above: \_\_\_\_\_

4. Indicate nearest cross street: \_\_\_\_\_

5. Telephone number(s): Home: \_\_\_\_\_ Fax: \_\_\_\_\_

Work: (Circle one) Mr./Ms.: \_\_\_\_\_ Cell: \_\_\_\_\_

6. Indicate the number of trees you want to remove: →

7. Species of tree(s): \_\_\_\_\_

8. Briefly state your reasons for removal and other information you want considered : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### City of Walnut Creek Ordinance Sec. 3-8.04. Tree Removal Permit Procedure

*Section b - If the applicant is a homeowner's association or other association of property owners or an agent thereof, the applicant shall deliver a written notice by mail or personal delivery to all association members who own property within 300 feet of any tree to be removed. The notice shall identify the tree(s) that are to be removed.*

**\*\* Please include a copy of the homeowner notification(s) with your application.**

9. If this is a Homeowner's Association list contact name \_\_\_\_\_ Phone: \_\_\_\_\_

**Please draw a small sketch in the space below showing the location of tree(s) on your property.**

10. Property owners signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mail completed form to: CITY OF WALNUT CREEK, Public Services Office/Tree Permit, P.O. Box 8039, Walnut Creek, CA. 94596 or fax completed application to: (925) 256-8302. Public Services telephone: (925) 943-5854