



Tree Removal Permit Application
\$50 Application Fee (Non-refundable)

TR# _____

Receipt # _____

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, when measured at 4 1/2 feet above the natural grade.

Allow 10 working days for a field evaluation and processing of your application

For emergency permit information or requests please call (925) 943-5899 x2281

- 1. Property Owner _____
 - 2. Owner Address _____ Zip Code _____
 - 3. Address of tree(s) if different from above _____
 - 4. Nearest cross street _____
 - 5. Home Phone No. _____ Fax No. _____
 - 6. Work Phone No. _____ Cell No. _____
 - 7. Indicate the number of trees you want to remove _____ (4 tree maximum per permit)
 - 8. Species of tree(s) _____
 - 9. Check all that apply to the tree(s)
 Unhealthy/Dead Damaging adjacent structures Branching/Leans Other (describe below)
- Briefly state other reasons or comments _____

10. Name of H.O.A. and contact _____ Phone No _____

Notice to Homeowner's Associations

Sec.3-8.04 of Walnut Creek Ordinance requires that you provide the City with proof of written notice delivered to all property owners within 300 feet of any tree(s) to be removed. Notice must identify the tree(s) to be removed.

Please diagram the property in the space below showing the location of the tree(s)

11. Property owner's signature _____ Date _____

Payment Options: MasterCard Visa Check Payable to City of Walnut Creek/Check # _____

Card Number _____ Exp. Date _____ Verification Code _____

Signature _____ Total Amount \$ _____

Mail or deliver application and payment to: City of Walnut Creek, CDD-Permit Processing
1666 North Main Street, Walnut Creek, CA 94596
Or Fax: (925) 256-3500