

Street Tree Removal Application

Please download and save this form, then fill it out and email it to NSlack@SantaBarbaraCA.gov. Please also email in any supplemental information you have, or let us know in your email that you will mail or hand deliver your supplemental information. This form may also be printed out and mailed.

APPLICANT/OWNER DETAILS

YOUR LAST NAME

YOUR FIRST NAME

DATE OF APPLICATION (TODAY'S DATE)

ADJACENT OWNER'S FULL NAME (IF DIFFERENT THAN APPLICANT)

YOUR MAILING ADDRESS

CITY

STATE

ZIP CODE

DAYTIME PHONE

EMAIL ADDRESS

TREE INFORMATION

NUMBER OF TREES

LOCATION OF TREE(S)

SPECIES OF TREE(S), IF KNOWN

REASONS FOR REMOVAL

WILL YOU REPLACE THE TREE(S)? YES NO

IF YES, WHAT WILL YOU REPLACE THE TREE(S) WITH?

APPLICATION FEE

The application fee is \$75; we accept cash, check, or credit card. If paying by credit card, staff will contact you to arrange payment.

PLEASE PROVIDE THE FOLLOWING SUPPLEMENTAL INFORMATION:

- Property owner letter, indicating reasons for removal. Also include:
 - Whether or not the removal application is associated with new development or redevelopment of property
 - Status of development application, including whether the project is scheduled for review by the Single Family Design Board, Architectural Board of Review, or Historic Landmarks Commission
 - Whether or not the tree is a designated Specimen or Historic Tree
- Photo of tree(s) proposed for removal
- Development plan/landscape plan

REMOVAL APPLICATION REVIEW

Chapter 15.20 of the City of Santa Barbara Municipal Code establishes the permitting requirements for the planting, maintenance and removal of any tree within the parkway strip of any street right-of-way or public area. All trees within a parkway strip are planted and maintained according to the Master Street Tree Plan adopted by the City Council and under the authority of the Parks and Recreation Department. A written permit is required for any person to plant, prune, trim, perform maintenance on, or remove any tree planted in a parkway strip, tree well, public area or street right-of-way.

Street tree removal applications are reviewed by the Street Tree Advisory Committee. The Street Tree Advisory Committee makes recommendations to the Parks and Recreation Commission. The review process takes up to 60 days. **If the tree is found to be in good condition and the removal request is granted solely for the convenience of the applicant, the full cost of such removal and replacement shall be borne by the applicant. If the removal is determined necessary due to the condition of the tree, the City will assume the responsibility for all removal and replacement costs.** Tree removal will be scheduled according to other pending priorities.

APPEAL PROCESS

If the Parks and Recreation Commission denies a street removal application, the Commission's decision can be appealed to the Santa Barbara City Council and a written notice thereof must be filed within 10 days of the Commission's action. The appeal notice can be either hand delivered to the Clerk's Office at City Hall, 735 Anacapa Street, Santa Barbara, CA 93101, or mailed to the City Clerk at P.O. Box 1990, Santa Barbara, CA 93102-1990. An appeal processing fee is required in the amount of \$105, as currently set per City Council resolution.

REMOVAL OF A STREET TREE WITHOUT A PERMIT

In December 2009, the City Council established the following fine schedule associated with the removal of a street tree without a permit.

Action without, or in violation of, a permit	Trunk diameter from 4" up to 12"	Trunk diameter over 12" and up to 24"	Trunk diameter over 24"
Tree Removal	Up to \$1,000	Up to \$3,000	Up to \$5,000

FOR MORE INFORMATION

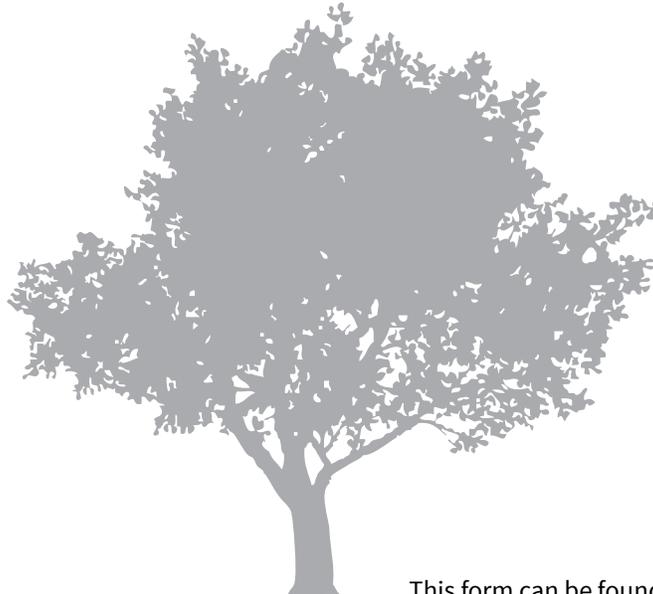
Nathan Slack

Urban Forest Superintendent

City of Santa Barbara Parks and Recreation Department

(805) 897-2692 or (805) 564-5592

NSlack@SantaBarbaraCA.gov



This form can be found online at bit.ly/SBStreetTreeApp.

CITY OF SANTA BARBARA **PARKS AND RECREATION DEPARTMENT**