



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

Department of Community Services

OAK TREE – PERMIT TO PRUNE

Applicant: _____

Mailing Address: _____

Phone: _____ Fax: _____

Tree Pruner: _____

Mailing Address: _____

Phone: _____ Fax: _____

Contractor License # (if applicable) Business License # (if applicable)

Location and Description of Oak Tree(s) – include street address and any other information to specifically locate tree(s) to be pruned. If necessary, please include map, sketch, and/or photo: _____

Date(s) work will be performed _____

Pursuant to Municipal Code Ordinance No. 835, Applicant/Pruner has met and satisfied the requirements for an authorized pruning and/or removal of:

- Limb - Pruning/Removal _____ inches diameter _____ feet _____ inches in length
- Limb - Pruning/Removal _____ inches diameter _____ feet _____ inches in length
- Limb - Pruning/Removal _____ inches diameter _____ feet _____ inches in length
- Limb - Pruning/Removal _____ inches diameter _____ feet _____ inches in length
- Limb - Pruning/Removal _____ inches diameter _____ feet _____ inches in length

Signature of Applicant or Pruner Date

Office Use Only:

Notes/comments: _____

Approval Denial By: _____, Maintenance Supt. Date _____

Approved Denied By: _____, CSD Director Date _____

City Council Authorization will be required

Paid Check # _____ (\$50.00 non-refundable fee)

Excerpts from the Paso Robles Municipal Code relevant to pruning oak trees

10.01.030 Permit required.

- A. Permit to Prune. No person shall prune an oak tree growing on private or public property within the city limits of the city of El Paso de Robles if said pruning involves cutting a portion of the tree that is six inches or greater in diameter unless they have first received approval of a Permit to Prune issued by the City's Public Works Director. The Director of Public Works is authorized to establish standards for pruning of oak trees. Pruning of tree limbs of less than six inches diameter does not require a permit.

Exception to requirement for Permit to Prune:

Owners of developed properties (parcels with existing buildings and related improvements) that are not being considered for new construction or other development entitlements may prune oak trees on their property without the need for a permit and without limitation as to limb size as long as the pruning does not endanger the health of the oak tree.

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10.01.051 Pruning of an oak tree—Application process.

- A. Any person or agent of any person wishing to prune one or more oak trees in a manner that would involve cutting limbs of six or more inches in diameter on any parcel within the city shall apply in writing to the Public Works Department for a permit. A processing fee in an amount to be established by City Council resolution shall be made for each tree at the time of the application. For large numbers of trees or forested areas, the Director of Public Works shall have the authority to adjust the fee to reflect the City's actual costs for administering the permitting an inspection process, and shall be authorized to establish an oak tree management program for the subject property. (Please note exceptions to Permit to Prune requirements under Section 10.01.030(A)).

A permit to prune application shall contain a description of the subject tree and shall identify with specificity the limbs to be removed.

If a request is being made to prune one or more healthy, oak trees that would require a "Permit to Prune", the Director of Public Works shall approve or deny the request considering the factors described in Section 10.01.050 of this chapter. The Public Works Director may, at his or her discretion, require an arborist report prepared under contract to the city at the applicant's cost.

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10.01.060 Appeals of permit decisions.

- A. Any person aggrieved or affected by a decision of either the Director of Community Development or the Director of Public Works may appeal the decision to the city council by filing a written appeal with the City Clerk with fifteen days of the date of the Director's notice. Any such appeal shall be accompanied by an appeal fee in the amount established by resolution of the City Council.
- B. If no appeal is filed within such time, the Director of Community Development or the Director of Public Works shall promptly implement his intended decision by denying or issuing the permit, with or without conditions. An appeal shall automatically stay execution of the implementation of the intended decision until the appeal has been considered and decided by the City Council.
- C. The City Clerk shall place all such appeals on the agenda of the next regular council meeting and shall give notice to the applicant and/or appellant. The City Council shall consider and decide all issues raised in the appeal and may call for expert witness from a consulting certified arborist, for which the City may require to be reimbursed by the applicant. The decision of the Council shall be final.

Additional regulations/information available online at

<http://www.prcity.com/government/departments/commdev/planning/trees.asp>