



# Public Works Urban Forest Services

25 Prado Road, San Luis Obispo, CA 93401-3218  
805.781.7220  
[Trees@slocity.org](mailto:Trees@slocity.org)


For Office Use Only:
Date Entered: ___/___/___
Letter sent: ___/___/___
SR # _____

## TREE REMOVAL APPLICATION RESIDENTIAL, COMMERCIAL, DEVELOPMENT

Follow Non-Construction Tree Removal Criteria and Process here ([SLOMC 12.24.090.E](#))  
Follow Construction Tree Removal Criteria and Process here ([SLOMC 12.24.090.F](#))

<b>Owner:</b>		<b>Applicant:</b>	
<b>Address:</b>		<b>Address:</b>	
<b>City:</b>	<b>Zip:</b>	<b>City:</b>	<b>Zip:</b>
<b>Phone:</b>		<b>Phone:</b>	
<b>Email:</b>		<b>Email:</b>	
Address of Tree(s):		Number of trees applying to remove? _____	
Tree Species:			
Reason:			
Is this removal a City Tree? ___YES ___NO ___UNKNOWN      Dog in yard? ___YES ___NO			
Is this property governed by a Homeowners Association (HOA)? ___YES ___NO    If YES, please provide HOA Board Approved Meeting minutes authorizing tree removal(s) with your tree removal application.			

**ALL ITEMS BELOW MUST BE INCLUDED TO PROCESS TREE REMOVAL APPLICATION:**



- Tree(s) must be banded with ribbon or duct tape
- Site Plan Drawing or Photo of Tree site with Tree ID (Tree #1, Tree #2, etc.)
- Supporting documentation, (repair receipts, etc.)
- Photo Log showing damage or conditions for removal <sup>1</sup>
- Replanting Plan (Consistent with 12.24.090.J) <sup>2</sup>

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.  
FAILURE TO KEEP TREES BANDED MAY RESULT IN A RETURNED APPLICATION.**




<sup>1</sup> Please include a photo log that clearly shows the trees requested for removal. All Tree(s) must be uniquely identified by a number and a ribbon or an identifier wrapped around the trunk in the photo and prior to inspection



<sup>2</sup> Please include a replanting plan in accordance with Section [12.24.090\(J\)](#) of the City's Municipal Code. A minimum of one new tree shall be planted for each tree authorized to be removed on the same property (on site) or two new trees shall be planted for each tree authorized to be removed when planted on a different property or within the public right-of-way (off site).

**Tree Removal Decisions as outlined in Section [12.24.090](#) of the City’s Municipal Code**

	<b>SELECT ONE CRITERIA FROM BELOW SUPPORTING TREE REMOVAL APPLICATION</b>	<b>DECISION MAKER</b>	<b>APPEAL BODY</b>
	Imminent Hazard to Life or Property Section <a href="#">12.24.090(E)(1)(a)</a>	City Arborist	No Appeal
	Tree Health and Hazard Mitigation Section <a href="#">12.24.090(E)</a>	City Arborist	Tree Committee
	Minor Ministerial Development Permit (removal for residential or accessory construction on an R-1 or R-2 lot) Section <a href="#">12.24.090(F)(1)</a>	City Arborist	Community Development Director
	Criteria for Discretionary Permits Construction Tree Removal Section <a href="#">12.24.090(F)(3)</a>	Community Development Director	Planning Commission City Council
	Major Development / Tentative Tract Map/ Conditional Use Permit Section <a href="#">12.24.090(F)(4)</a>	Community Development Director	City Council

Please include a check for **\$157.17** along with completed application & documentation. Tree Removal applications may be submitted in person at 25 Prado Road at the City’s Corporation Yard in SLO or mailed to:

City of San Luis Obispo  
Public Works Urban Forest Services  
25 Prado Road  
San Luis Obispo, CA 93401.

This tree removal application must be signed by the property owner or an Authorized Agent. **I declare under penalty of perjury that all the facts stated within this tree removal application are true and correct.**

Property Owner’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please make check payable to the **City of San Luis Obispo** \$157.17 Check # \_\_\_\_\_

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Date Posted:	Date Removal Authorized:
Trees Approved for Removal:	
Compensatory Replant Plan:	
Trees for Tree Committee Review:	