

Private Protected Tree Removal Permit

Application - Residential

Permit Policies

Please [click here to read the Private Protected Tree Permit Guidelines](#) and initial below to indicate you understand the conditions of applying for this permit. Per the Burlingame Municipal Code, a protected tree is any tree with a circumference of forty-four (44) inches or more when measured fifty-four (54) inches above natural grade, a tree designated as heritage or any tree regardless of size required to be planted as replacement or to satisfy development.

If approved, the Private Protected Tree Removal Permit requires planting according to BMC 11.06. The species must be a single stem landscape tree(s) that reaches a mature height of 15'. Japanese maple, fruit, nut, palm, or Italian cypress trees do not satisfy this requirement. A planting plan stating species, location, and specimen size will be required if the permit is approved.

If this is an emergency, a City staff member must attest to the emergency. A Private Tree Removal Permit will be required retroactively.

For additional information regarding Protected Trees, visit the website here: [Burlingame eCode](#)

All work must be performed by a CA state licensed tree care service (D-49) with an active City business license. All work must be performed in accordance with ANSI A-300 pruning standards.

Applicant's initials *

I have read the Protected Tree Permit Guidelines and agree to the conditions.

Initial here.

Applicant Information

Date *

Property Owner's First Name *

Property Owner's Last Name ***Property Owner's Phone Number ***

Please enter number as indicated (555) 555-5555

Property Owner's email ***Street Number *****Street Name *****Property Owner's Address (if different than property address)**

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Tree Information**How many trees need removing? *****Species ***

Select Tree Species from the Dropdown list below

Circumference: *

Circumference of the tree must be more that 44"

Work to be performed*

- ☒ Removal
- ☐ Excessive canopy pruning (greater than 25%)
- ☐ Excessive root pruning (greater than 15%)
- ☐ Other

Location on property*

- ☐ Front
- ☐ Side
- ☒ Back
- ☐ Other

Reason Work is Necessary*

Damaging Structure

Please provide additional details for why the tree needs removing.*

Identified as Tree #3 in the attached report. Damaging structure in the detached garage,

Contractor Name

Will have to verify before permit issuance

Contractor Phone Number or Email**Is this part of a building project?***

- ☐ Yes
- ☒ No

Photograph(s) and Schematics

A photograph of the tree(s) and a schematic drawing of the location of the tree(s) in relation to the street and structure are required. Additional documentation might be required to support removal. Attach any documentation you may have. (Example: Report from Independent Arborist, pictures of damaged structures, letters of concern from neighbors, etc.) *

You may upload more than one file by clicking upload again.

[Tree Report.pdf](#)

2.33MB



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Signature & Payment

Application language

The undersigned owner of the property hereby applies for a permit to remove or excessively prune the canopy of the following protected trees(s) and has read and agrees to the conditions of a Private Protected Tree Removal Permit Application.

Signature

Michael Wiederhold

Payment

A \$451 payment is required for all Protected Tree Permit Applications

\$

Arborist Decision

Approved, Denied or Cancelled



Approval Status

- ☐ Approved - 10 day appeal
- ☐ Emergency Removal
- ☐ Other

Tree Permit Conditions



Date Permit Issued



Additional Documents for Upload

You may upload more than one file by clicking upload again.

Photo of Planted Tree, City of Burlingame Arborist Letter

Was there an appeal?



Replanting

Number of 24" box size trees required



Date Permit expires



Extensions

Extension 1



Date Extension 1 expires



Extension 2



Date Extension 2 expires



Extension 3 or more (see comments) **Date Extension 3 or more expires** **Permit Completion**

Complete this section once the permit has been issued and is ready to be stored in the repository.

Date Completed **Plant, Paid, No Planting Required or Cancelled** **Species Planted**

Select Tree Species from the Dropdown list below

 **Replacement Planting Tree Photo****APN Number**

Comments