

**Mail or Fax Payment and Application to:**  
 Parks & Recreation Services Department  
 1500 Jefferson St.  
 Napa, CA 94559  
 Phone (707) 257-9529  
 Fax # (707) 257-9532



**Application Fees:**  
 \$56.75 for 1<sup>st</sup> tree  
 \$22.25 for each additional tree

**PROTECTED NATIVE TREE PRUNING AND REMOVAL APPLICATION**  
 Pursuant to City of Napa Municipal Code Chapter 12.45.080 & 12.45.090

**Please check one application action request. Please use separate application for each type of request.**

REMOVAL  PRUNING  OTHER \_\_\_\_\_

Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_  
No. Street City Zip Code

Site address if different \_\_\_\_\_  
No. Street

**Include a plan and photos with application showing all protected native trees and other trees on the property, their species, size (diameter), drip line area, and location on the property. Plan shall also include any trees on adjacent property with drip lines that encroach over the applicant's property. Depending on the nature of the application, other information may be required for the application by the Director including a report by a certified arborist.**

**Type and Number of Trees to be removed: (see guide to protected native trees)**

Type of Tree	Exceeding D.B.H.	Size	Number of Trees Requested to be Removed
Valley Oak	12" or greater		
Coast Live Oak	12" or greater		
Black Oak	12" or greater		
Blue Oak	6" or greater		
Coast Redwood	36" or greater		
California Bay	12" or greater		
Black Walnut	12" or greater		

Reason for request: \_\_\_\_\_

I am the property owner or the authorized representative of the property owner of the property where the tree(s) is located. I understand that the Parks & Recreation Services Director may require me to provide a report from a certified arborist at my sole expense if necessary to further the purposes and intent of Chapter 12.45.090 of the Napa Municipal Code.

**X** \_\_\_\_\_  
 Signature of Property Owner/Authorized Representative Date

**For Office Use Only**

ACTION BY PARKS & RECREATION SERVICES DIRECTOR (DESIGNEE)

APPLICATION REVIEW FINDINGS

\_\_\_\_\_ Applicant must provide to the Director, a report by a certified arborist on the condition on the protected native tree(s) proposed for removal or pruning.

\_\_\_\_\_ Applicant must provide to the Director, a report by a certified arborist on the condition of all trees on the property including the protected native tree(s) proposed for removal or pruning.

\_\_\_\_\_ Applicant must provide to the Director, a report by a certified arborist with an assessment of the impacts of proposed activity on the protected native tree(s) proposed for removal or pruning.

Other information as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Application is complete. A public hearing shall be scheduled for the Tree Advisory Commission. Applicant will be notified of time, date and location of the hearing in the form of separate letter.

Date of Scheduled Hearing: \_\_\_\_\_ Applicant Notified by \_\_\_\_\_ date \_\_\_\_\_

\_\_\_\_\_ Tree(s) are deemed a hazard under Section 12.45.080 C. 3. of the Napa Municipal Code and removal is authorized by the Parks & Recreation Services Director.

Permit mailed to applicant on (date) \_\_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_ Application for Pruning or \_\_\_\_\_ is approved. Applicant shall insure that the tree is pruned to the City of Napa pruning standards. Topping or pollarding shall not be permitted. Any work within the drip line of the tree, including root pruning, shall require a tree protection plan submitted from a I.S.A, Certified Arborist for review by the Community Resources Departmental prior to approval of application.

Permit mailed to applicant on (date) \_\_\_\_\_ by \_\_\_\_\_

X \_\_\_\_\_  
Signature of Parks, Trees & Facilities Manager Date