



To: Landscape Maintenance Division:
Tree Program Specialist
2101 G St. Bldg. E1
Fresno CA, 93706
Phone: (559) 621-1354
Fax: (559) 457-1062

DATE: \_\_\_\_\_

TREE REMOVAL PERMIT

The undersigned owner(s) requests permission to remove \_\_\_\_\_ tree(s) at \_\_\_\_\_
\_\_\_\_\_. Removal of the above tree(s) is for the following reasons: \_\_\_\_\_

It is understood that all major tree removal work will be performed by a professional tree service possessing a Contractor's License and a City of Fresno Business License.

We, the undersigned, as the owner of the property abutting the worksite and the company employed to do the work, each agree to be bound by and to carry out all of the above conditions and to assume all liability for damages arising out of or resulting from performing the work herein permitted and, in the connection, agree to waive any and all claims or actions for damages or other expenses therefore against the City of Fresno, its officers and employees. We further agree to indemnify, defend and hold harmless the City of Fresno, its officers and employees against any and all claims, actions, damages, liability and cost including attorney's fees arising out of or resulting from the performance of said work, except for that liability caused by the sole negligence of the City.

PROPERTY OWNER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

RESIDENCE PHONE ( ) \_\_\_\_\_ BUSINESS PHONE ( ) \_\_\_\_\_

SIGNATURE OF PROPERTY OWNER \_\_\_\_\_

NAME OF TREE SERVICE COMPANY \_\_\_\_\_

SIGNATURE OF CONTRACTOR \_\_\_\_\_

CONTRACTOR'S LICENSE NO. \_\_\_\_\_

CITY OF FRESNO LICENSE NO \_\_\_\_\_

PERMISSION HAS BEEN GRANTED / DENIED ON \_\_\_\_\_ SIGNATURE \_\_\_\_\_

THE FOLLOWING SPECIAL CONDITIONS APPLY: \_\_\_\_\_

\_\_\_\_\_

## **City Tree Removal By Property Owners Process**

1. Request for a City Tree Removal Permit (a no cost permit) by calling 559-621-CITY.
2. There will then be an initial inspection to determine if the tree can/not be removed due to reasons such as the tree being historical, private, etc.
3. After initial inspection finding that the tree can be removed, the property owner will then be forwarded both a City Tree Removal Permit and a City Tree Planting Permit. Fill out the removal permit information which includes the number of trees, property address, reasons, name of property owner, mailing address, residence phone, signature of property owner. The tree contractor will fill out the name of the tree service company, signature of contractor, contractor's license number and the City of Fresno business license number. After filling out the removal permit the planting permit will be then be filled out. The property owner will fill out the planting permit and choose from the list of trees on the permit the type of tree they would like to plant at their expense. (Remember the homeowner is responsible for all the tree removal and replacement costs.)
4. Next the property owner will mail to the city address provided on the permits, the tree removal and tree planting permits along with a \$231.00 deposit check made out to the City of Fresno. This deposit check is required for the assurance of a replacement tree to be planted by the property owner. If the property owner does not want to plant a replacement tree, the \$231.00 deposit will be retained by the city for tree planting at another location of the City's choosing.
5. After the permits and the deposit check have been received by the City, we will check the contractor's license and business license numbers to be sure they are current.
6. Once the licenses are approved, the permits will be granted/denied and returned to the property owner to proceed/not proceed with the removal.
7. The property owner may plant the new tree by using the standards for planting located within the tree planting permit after approval.
8. After the tree planting has been inspected and approved, the \$231.00 deposit will be returned.

**\*\*Permits can be requested by email. Permits can be scanned and emailed back as well to the inspector.**

## TREE REMOVAL SPECIFICATIONS

1. Trees to be removed shall have their locations described precisely on the permit. Said trees shall be removed within thirty (30) days from the date of this permit. Removals shall be performed by a professional tree service possessing a Contractor's License and a City of Fresno Business License.
2. Permittee shall notify City Landscape Maintenance Division 48 hours in advance of removal operations.
3. The Permittee shall be aware of and comply with the Fresno Municipal Code and the State of California Manual of Traffic Controls. Streets may be barricaded prior to falling trees after notifying the proper authorities. The following agencies shall be given a 36 hour notice in advance of street closures: Fresno City Streets Division, Police and Fire Departments, Sanitation Division, Traffic Engineering Division, Valley Medical Center, all ambulance services, local residents and the City bus lines when their route is involved.
4. Main arterial shall not be barricaded nor shall the normal flow of traffic be hindered between the hours of 7:30 a.m. to 9:00 a.m. and 4:00 p.m. to 5:30 p.m. Exceptions will require the City Traffic Engineering Division's approval. When fire alarms, water lines, gas lines, overhead wires, etc., may be disturbed or damaged by tree removal, the management of such utility shall be notified at least five (5) working days in advance so that a schedule of operations may be established and executed.
5. Underground Service Alert (USA) at 1-800-642-2444 shall be notified and clearances obtained prior to any excavations.
6. All trees are to be removed in sections not to exceed 5' in length. Heavy sections and/or limbs shall be lowered to the ground using conventional roping and rigging procedures, or by use of a crane.
7. The entire tree stump and surrounding surface shall be removed to the satisfaction of the Landscape Maintenance Division. All lateral crown roots above the ground shall be removed below the adjacent ground level.
8. Any holes caused by the removal work shall be filled with soil equal to or better than that of adjacent areas. No brush, chips, stumps, rocks, hardpan chunks or otherwise unsuitable material in excess of ¼" in diameter shall be used as backfill. Backfill at all worksites shall be mounded sufficiently to compensate for soil settling.
9. Immediately prior to performing the removal, a job briefing shall be conducted by a qualified tree worker. Such job briefing shall include the description of the hazards unique to a specific job, appropriate work procedures to be followed, work assignment and other items to ensure that the work can be accomplished safely.
10. All hazards to pedestrians and vehicles resulting from tree removal shall be safeguarded immediately. If for some reason this cannot be accomplished, the area shall be adequately barricaded and lighted until the hazard can be eliminated. Upon completion of tree removal, the area shall be left clean and free from all debris resulting from the removal operation. The entire tree, stump, and roots which have been removed shall be disposed of at a site secured by the contractor.
11. The permittee shall be solely responsible for all liability or damage including but not limited to damage to existing sidewalks, curbs, gutters, and private property and improvements caused by, or connected with the removal operations. All hazards created by tree removal shall continue to remain the responsibility of the contractor until such time as the hazard has been eliminated.