



Tree Removal Permit Application

\$85 Application Fee (Non-refundable)

For Office Use:
TR# _____

A permit is required to remove any tree, dead or alive, public or private, that is 9-inches in diameter, or 28 inches in circumference, when measured at 4 1/2 feet above the natural grade.
For emergency permit information or requests please call (925) 943-5854

Allow 10 working days for a field evaluation and processing of your application

1. Property Owner _____
2. Owner Address _____ Zip Code _____
3. Address of tree(s) if different from above _____
4. Contact Phone No. _____
5. Email Address: _____

6. Indicate the number of trees you want to remove _____ (4 tree maximum per permit)

7. Species of tree(s) _____

8. Check all that apply to the tree(s)

- Unhealthy/Dead Damaging adjacent structures Branching/Leans Other (describe below)

Briefly state other reasons or comments _____

9. Name of H.O.A. and contact _____ Phone No _____

10. Property owner's signature _____ Date _____

11. Please check the applicable box.

- All trees in this application are fully visible from the property frontage or driveway.** The City Arborist can conduct the inspection without contacting the property owner.
- At least one of the trees in this application is not fully visible from the property frontage or driveway.** The applicant agrees to respond to the City Arborist request for access and will allow entry for inspection purposes.

Notice to Homeowner's Associations

Sec.3-8.04 of Walnut Creek Ordinance requires that you provide the City with proof of written notice delivered to all property owners within 300 feet of any tree(s) to be removed. Notice must identify the tree(s) to be removed.

Please diagram the property in the space below showing the location of the tree(s)

Mail application and check payments to: Public Works Dept, City of Walnut Creek, 1666 North Main Street, Walnut Creek, CA 94596

For credit card payments please submit your application online at <https://www.walnut-creek.org/departments/public-works/tree-removal-permit> or in person at City Hall.