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HOURS
Mon. Wed. Thurs. Fri
9 am-12 pm/1 pm-4 pm
Closed Tuesday

New Applications Until 3:00 pm

TREE REMOVAL APPLICATION

A \$53.00 Filing Fee Must Be Submitted With This Application

(Cash, Check or Money Orders only please)

Owner _____
Mailing Address _____ City _____ State _____
Zip Code _____ Email _____ Phone _____ FAX _____

Authorized Agent _____
Mailing Address _____ City _____ State _____
Zip Code _____ Email _____ Phone _____ FAX _____

Project Location/Assessor's Parcel Number (APN) _____
Street Address _____ Subdivision _____ Lot # _____
County _____ Previous APN _____
Cross-street _____ (if changed by county assessor since 1987)

Any Development Projects at This Parcel?
 None
 Plans Not Submitted
 Plans Under Review
 Active Construction Permit

If so, what Type?
 New
 Rebuild
 Addition
 Grading
 Paving

Reviewing Agency: TRPA
 County
 City

Getting Started

Prepare a description and reasons for tree removal. You may request that all trees be evaluated on a parcel if property boundaries are clearly described **and/or** property corners are staked or flagged. You may also describe specific tree(s) to be evaluated: for example, "cedar tree in front deck with red ribbon," or "fir tree with dead top near the right rear corner of house." Trees are approved for removal based on guidelines described in Chapter 71.4 of the TRPA Code of Ordinances.


TRPA cannot permit tree removal on parcels other than your own. Trees near poorly-defined property boundaries may not be evaluated. Trees located on the property line require written consent from both property owners before the tree can be approved. Include a letter from the adjacent owner or a note of consent with this application granting permission to TRPA to evaluate the property line tree for removal.

Attach a copy of site plans if there is an active construction project or plans under review on the parcel.

Obtain necessary permits from other agencies. Review or permit may also be required from the California Department of Forestry (CDF) if in California or Nevada Division of Forestry (NDF) if in Nevada, or Lahontan Water Quality Control Board prior to removal of any trees. Contact the appropriate agency for additional information.


Include fee with application: Payment of nonrefundable filing fee required at time of application. The filing fee applies to the first hour spent reviewing the project. An additional fee will apply for each additional half hour spent


reviewing the project. Check, cash and money orders only. Make checks payable to TRPA or Tahoe Regional Planning Agency.

 **Make sure you need this permit.** Tree removal within the footprint of permitted development (construction, new coverage, grading, paving, etc.) is reviewed and permitted through application for those projects and do not need additional applications for tree removal. This tree removal application is for forest health or hazardous reasons only. Below are the situations for tree removal that do require a permit.

- **Small Trees:** Removal of trees less than or equal to **14" diameter** at dbh* (approximately 4 ½ feet from the ground) **DOES NOT REQUIRE A PERMIT**. However, trees less than 14" dbh* that are required to be planted or retained as part of a permit, or that are located in a Stream Environment Zone or backshore area, cannot be removed without TRPA approval.
- **Dead Trees:** A dead tree (snag) totally lacks green leaves/needles and shoots. Removal of dead trees from residential and commercial properties does not require a TRPA tree removal permit. However "Old Growth" dead trees provide wildlife habitat and therefore require approval if located in conservation or recreation zoned areas or SEZs including Shorezone in any land use zone. "Old Growth" is defined in TRPA's forest protection ordinances as being trees greater than 24" dbh* in Nevada and on the north shore east of Carnelian Bay and in the rest of California, greater than 30" dbh*. To have such trees inspected for removal, file the TRPA Exempt/Qualified Exempt application form.
- **Substantial Trimming:** Tree topping, removing live limbs from the upper 2/3 of the height of a tree, and other activities which materially damage trees, such as cutting roots greater than 4 inches diameter, requires TRPA approval.
- **Heavy Equipment:** A TRPA Tree Removal Permit does not authorize the use of heavy equipment during tree removal. Use of off-road vehicles and equipment in sensitive areas, including Stream Environment Zones (SEZs) and the Shorezone is prohibited. The use of tractors or heavy equipment is not allowed on slopes greater than 30%. Exceptions are to be reviewed and permitted by CDF, NDF and/or Lahontan Water Quality Control Board.
- **Trimming and Pruning:** TRPA approves, without review/permit, tree trimming necessary to provide for 10 feet of chimney outlet clearance and up to 10 feet of clearance for buildings and decks and to maintain 15 feet of clearance above driveways for fire truck access. Branches rubbing or pulling on utility lines within your property boundaries may be trimmed. Trimming must not exceed the necessary activity to accomplish these safety objectives using proper pruning techniques. Consult Sierra Pacific Power Company before removing or trimming trees located close to power lines.
- **Sensitive Areas:** The manipulation of live vegetation in Stream Environment Zones and on lakeshores, including cutting live trees, cutting shrubbery or herbaceous vegetation of any size, or planting and landscaping requires TRPA review. Please specify request for review of such activity. Dead vegetation may be removed from these areas, but heavy equipment use, which can damage wetland soils, requires TRPA approval.
- **Stump excavation** is not part of this permit. This activity may require a grading permit.

**DBH = DIAMETER AT BREAST HEIGHT, OR 4 ½ FEET ABOVE GROUND ON THE UPHILL SIDE OF THE TREE.*

 For questions regarding tree health and care, consult the state forestry agency, a certified arborist, or TRPA forestry staff (application must be submitted for a site visit). The International Society of Arboriculture hosts an internet resource at <http://www.treesaregood.com>.

 **Once review of your request is complete,** TRPA staff will issue a Tree Removal Permit. Tree Removal Permits are valid for one year. The permit may be extended up to 2 additional years upon request to TRPA forestry staff. The permit will authorize the number and type of trees to be removed. The permit contains standard and/or special conditions of approval. Failure to comply with these conditions may result in penalties and revocation of the permit. All trees approved for removal will be marked with traceable paint. A TRPA Tree Removal Permit may be issued on site or mailed to the owner or agent. If trees are removed before a permit is issued, a remedial or monetary penalty may result. If no permit is issued, a letter of denial explaining the reasons will be issued.

DESCRIPTION OF TREE REMOVAL REQUEST

Reason(s): Thinning Diseased Insect infestation Defensible Space Safety Hazard

Evaluate all trees on property, property corners are clearly marked.

Describe property boundaries: _____

Evaluate specific tree(s): (Describe the location on property or sketch below)

Property Access Information (gates, dogs, etc): _____

Sketch (attach additional sheets if necessary)

TRPA staff may request additional information to review your request.

DECLARATION:

I hereby declare under penalty of perjury that this application and all information submitted as part of this application is true and accurate to the best of my knowledge. I am the owner of the subject property, or have been authorized in writing by the owner(s) of the subject property to represent this application, and I have obtained authorization to submit this application from any other necessary parties holding an interest in the subject property. I understand it is my obligation to obtain such authorization, and I further understand that TRPA accepts no responsibility for informing these parties or obtaining their authorization. I understand that should any information or representation submitted in connection with this application be inaccurate, erroneous, or incomplete, TRPA may rescind any approval or take other appropriate action. I hereby authorize TRPA to access the property for the purpose of site visits. I understand that additional information may be required by TRPA to review this project. (Edited 7/10)

Signature: (Original signature required. Faxed signatures or xerox copies will not be accepted.)

_____ At _____ Date: _____
Owner or Agent (if applicable) County

AUTHORIZATION FOR REPRESENTATION BY AGENT (Original signature required):

The following person(s) own the subject property (Assessor's Parcel Number(s) _____) or have sufficient interest therein to make application to TRPA:

Print Owner(s) Name(s):

I/We authorize _____ to act as my/our authorized agent in connection with this application to TRPA for the subject property and agree to be bound by said representative. I understand that additional information may be required by TRPA beyond that submitted by my representative to review this project. Any cancellation of this authorization shall not be effective until receipt of written notification of same by TRPA. I also understand that should any information or representation submitted in connection with this application be incorrect or untrue, TRPA may rescind any approval or take other appropriate action. I further accept that if this project is approved, I, as the permittee, will be held responsible for any and all permit conditions.

Owner(s) Signature(s)*:

_____ Date: _____

_____ Date: _____

*If the property is owned by an association or corporation, signature of board president or chairman is acceptable.

FOR OFFICE USE ONLY

Date Received: _____ By: _____

Fee: \$ _____ Pymt. Type: _____ Receipt No: _____

QE #: _____

Comments: _____

