



City of Half Moon Bay
Community Development Department
 501 Main Street
 Half Moon Bay, CA 94019
 650-726-8270

TREE PERMIT APPLICATION

Please complete the items listed below. Application and plan check fees must be paid at the time application is made. See Planning Fee Schedule or ask staff for fee requirements.

Permit No.
Fees Received:
Receipt No:
Date Received:

PROJECT ADDRESS	ASSESSOR'S PARCEL NUMBER
OWNER/APPLICANT	OWNER/APPLICANT MAILING ADDRESS
OWNER/APPLICANT PHONE	OWNER/APPLICANT EMAIL ADDRESS

TREE PRUNING OR REMOVAL INFORMATION (Attach a separate sheet to describe additional information)
 List each tree proposed for major pruning or removal and identify the purpose for the heritage tree work. Tree numbers should correspond with numbers on the required tree photos and aerial photo (or site plan).

Heritage Tree	Tree Species	Diameter & Circumference*	Reason for Requested Major Pruning & Removal
1.			
2.			

*measured at 48 inches above grade

TREE REPLACEMENT INFORMATION (Attach a separate sheet to describe additional information)
 In the case of heritage tree removal, replacement trees are required on a one for one basis and each replacement tree must be a minimum 24-inch box specimen. Identify each proposed replacement tree below. Tree numbers should correspond with numbers on the required tree photos and aerial photo (or site plan).

REPLACEMENT TREES:

Heritage Tree	Tree Species	Location
1.		
2.		

MAJOR TREE PRUNING INFORMATION

In the case of heritage tree pruning, no more than one-third of the branches or roots within a twelve-month period, may be removed, without obtaining a permit. City ordinance documents provide that in case of emergency, when a tree is imminently hazardous or dangerous to life or property, it may be removed by order of the city manager, or his or her designee, or of the chief of the Half Moon Bay fire protection district.

HOLD HARMLESS.

The applicant agrees as a condition of approval of this application to indemnify, protect, defend with counsel selected by the City, and hold harmless, the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents, from and against an and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney’s fees and disbursements (collectively, “Claims”) arising out of or in any way relating to the processing or approval of this application, any actions taken by the City related to this entitlement, any review by the California Coastal Commission conducted under the California Coastal Act Public Resources Code Section 30000 et seq., or any environmental review conducted under the California Environmental Quality Act, Public Resources Code Section 210000 et seq., for this entitlement and related actions. The indemnification shall include any Claims that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents. The applicant’s duty to defend the City shall not apply in those instances when the applicant has asserted the Claims, although the applicant shall still have a duty to indemnify, protect and hold harmless the City. The applicant understands that there is a possibility of litigation and Coastal Commission enforcement act regarding the current Zoning Code provisions that apply to this application; the City makes no representations or warranties about the outcome of such actions or how they might impact the processing of this application or any permit issued based on this application.

Signature of Applicant: _____ Date: _____

Signature of Property Owner: _____ Date: _____