

## REQUIRED APPLICATION MATERIALS HERITAGE TREE REMOVAL PROCESS

*Please provide the following items for the City of Mountain View to review.  
Incomplete application packages may not be accepted.*

### **What is a Heritage Tree?**

Any tree that has a trunk with a circumference of forty-eight inches (48") or more measured at fifty-four inches (54") above natural grade;

A multi-branched tree that has major branches below fifty-four inches (54") above the natural grade with a circumference of forty-eight inches (48") measured just below the first major trunk fork; AND

Any Oak, Redwood or Cedar tree that has a trunk circumference of twelve inches (12") or more when measured at fifty-four inches (54") above natural grade.



### **How do I remove a Heritage Tree?**

To remove any heritage tree in conjunction with a discretionary development project permit, which will be reviewed by the Development Review Committee, Zoning Administrator, or City Council, shall be filed with the Community Development Department, Planning Division, in conjunction with the other required development applications and processed concurrently with the other development entitlements.

All other heritage tree removal requests that are not in conjunction with a discretionary development permit, including development that only requires a building permit, shall have an application filed with the Community Services Department, Parks and Open Space Division, located at 231 N. Whisman Road, Mountain View, CA, and for any questions regarding their process please call (650) 903-6326.

### **What do I need to submit for a Heritage Tree Removal Permit as part of a development application with the Planning Division?**

All applications to the Planning Division shall include a plot plan or survey with the number, species, size, and exact location of the tree(s); an arborist report prepared by an ISA certified arborist which evaluates the tree's location, species, size, health, and recommendation on retention or removal of the tree(s); and a brief written statement about the removal request.

*Please note that staff may require additional information if deemed necessary.*