



# City of Sebastopol TREE PROTECTION PLAN TWO TO FIVE TREES Application Checklist

Projects may require a Tree Removal Permit as well as a Tree Protection Plan. Please review the following information to determine which approvals are needed for your specific project:

Tree Protection Plans not involving tree removal may be approved by the City Arborist. Tree Removal Permits and Tree Protection Plans involving tree removals are approved by the Sebastopol Tree Board.

**When Required:** A Tree Protection Plan shall be required as a part of the materials submitted with applications for discretionary approval including: a tentative map, grading permit, building permit, variance, design review, encroachment permit, and conditional use permit; and submitted to the City Department receiving the development permit application (ex: Tentative Map = Planning Department, Building Permit = Building Department). Impacts within driplines of trees, onsite or offsite, which could result in the loss of trees require review. The Tree Protection Plan shall be subject to City review and approval. If the project involves tree removal, the Tree Protection Plan shall require Tree Board approval. Tree Protection Plans shall be prepared by an International Society of Arboriculture (ISA) certified Arborist.

**When Not Required:** Where trees will not be impacted by the project, and upon recommendation of the staff Arborist the Building Inspector may waive the requirement of a TPP. A TPP shall not be required for applications involving existing single-family residences on R-1 lots, except when the project may impact a heritage tree as defined in the Tree Ordinance.

## TREE PROTECTION PLAN APPROVAL:

### [ ] 1. **Tree Protection Plan (TPP):**

The Tree Protection Plan shall contain all of the following:

- a. Tree Inventory: Size, species, state of health, estimated crown diameter, and accurate location of all trees whose drip line is within the development area, whether on this project property or on adjoining sites, including any areas where trenching is proposed.
- b. Measures to ensure the survival of remaining trees throughout the entire construction process and thereafter.
- c. Size and species of trees proposed to replace those proposed for removal.

- d. Description of maintenance program for the replacement trees, including type of irrigation system, staking, weed control and length of maintenance period.
- e. Description of proposed and present irrigation and grading and drainage characteristics on the project and adjoining properties as it relates to existing and proposed trees.
- f. ISA Arborist statement certifying that the project as proposed is in compliance with the Sebastopol Tree Ordinance to preserve and protect existing trees from indiscriminate or unnecessary removal and damage.

The Grading Plan (and/or demolition plan, as applicable) needs to contain a big, boxed note as follows:

**NOTE: Contractor is responsible for compliance with the approved Tree Protection Plan (Sheet x). Failure to fully comply with the restrictions, conditions, and mitigation measures of the Tree Protection Plan, as reflected on Sheet x, may result in the issuance of a stop-work order, or the imposition of fines and penalties, or both.**