



City of Sebastopol Planning Department

Date: October 27, 2026
Agenda Item: 7B
To: Design Review/Tree Board
From: Eli Arreola, Associate Planner
Subject: Tree Protection Ordinance Proposed Updates

BACKGROUND:

The Design Review/Tree Board (DRB) created a joint subcommittee with the Climate Action Committee (CAC) and appointed two DRB members at their regular meeting on October 28, 2025. The subcommittee is comprised of two members from the DRB, Melissa Hanley and Christian Macke, and two members from the CAC, Kenna Lee and Emily Ocon.

The joint subcommittee has met multiple times to discuss proposed changes in the [Tree Protection Ordinance, Chapter 8.12](#) of the Sebastopol Municipal Code.

The joint subcommittee released a survey to the public, opening on April 6, 2026, and closing on April 20, 2026, for input regarding community priorities and tree removal permit fees. The key takeaways, not in any particular order, of the survey are as follows:

1. Ecological principles and environmental benefits are the highest priority for trees in the Sebastopol community
2. There is strong community support for significantly increasing the tree removal in-lieu fees
3. Sebastopol homeowners were among the highest participants in this survey (85%)

At the Design Review/Tree Board meeting of May 26, 2026, and June 23, 2026, the subcommittee presented their updates to the Board and gained feedback from members of the Board and the public. This meeting is intended to revisit those updates.

NEXT STEPS:

1. The Subcommittee will present their suggested updates to the full DRB
2. The Board will discuss and make any recommendations
3. If the Board agrees on all recommended changes, the redlined updates will go to staff for review
4. Staff will bring the item back to the DRB for review and recommendation to the City Council for adoption and approval
5. City Council will hear a first reading of the item and either provide edits, changes, and/or recommendations and direct staff to bring back for a second reading, or City Council can waive the second reading

ATTACHMENTS:

1. Tree Replacement Estimator (linked [HERE](#))
2. SMC Chapter 8.12 Tree Protection Ordinance (redlined)
3. SMC Chapter 8.12 Tree Protection Ordinance (clean version)
4. Tree Permit Homeowner Guide
5. Tree Replacement Worksheet (pg. 1), Settings (pg. 2), Examples (pg. 3)

General Comments:

- Consider adopting the A300 standards. Specifically, before performing any pruning or tree removal work, a permit applicant shall state the objective. Then the applicant should remove no more living material than necessary to achieve that objective.
- Consider developing a three-tiered tree regulation:
 - Cuts below a de minimis size (e.g. 4 inches), whether removal cuts or pruning cuts, may be made without a permit.
 - Cuts in an intermediate range (e.g. 4-12 inches), whether removal cuts or pruning cuts, may be made with a ministerial permit. The applicant would fill out an online form that requires basic contact information, tree information, and a statement of the objective for the pruning/removal. Then a permit would automatically issue, without any city review. If someone objects to the work that was done, then the application could be scrutinized through a public record review. If the pruning exceeds the minimum necessary to achieve the objective, then there would be a violation. If no permit is on file, then there would be a violation.
 - Cuts above a large threshold (e.g. 12 inches), whether removal cuts or pruning cuts, would require city review. The applicant would fill out an online form, and the city staff would inspect the documentation before issuing a permit. The permit would not be issued automatically. If the city staff determines the pruning/removal is inappropriate, the application would be denied. If someone cuts without a permit, there would be a violation. If someone obtains a ministerial permit but then makes a larger cut than permitted, then there would be a violation. Setting a higher threshold would reduce the administrative burden on the city.
- By adopting this scheme, you wouldn't need to distinguish pruning from removal. A cut is a cut. Whether it kills the tree or not is immaterial. All that matters is whether it's more than necessary to achieve the stated objective.
- In the permit application process, pruning/removal objectives should be listed in a dropdown menu. If "reduce risk" is selected, then the applicant must submit a tree risk assessment documenting the current risk and the proposed residual risk. The risk assessment must follow the TRAQ methodology and the A300 requirements for risk assessment. The risk assessor must have TRAQ and a city business license. A permit based on a risk assessment that does not meet these criteria would be a violation. If the risk assessor knowingly fails to follow procedures, the assessor can be fined too.
- Consider adopting a violation scheme that scales based on the Trunk Formula Technique of appraisal. Appraise the tree with effective dates immediately before and immediately after the unpermitted pruning/removal. The difference between them would be the amount of the fine. Intentional violations (as evidenced by multiple violations or otherwise) could be multiples of the fine. The TFT difference in depreciation would be presumed amount of loss. But that presumption could be rebutted with evidence that the particular pruning/removals did not cause significant harm to the community.
- Consider adopting the terminology of the most recent Trees and Construction BMP. It's not just TPZ. It's "Calculated TPZ", based on a simple calculation (e.g. 1 foot for every inch of DBH), and "Specified TPZ", which takes into account the site-specific conditions. For example, if there is a walkway that runs through the drip line of a tree, the walkway doesn't need to be fenced off. The fencing can be adjusted around it.

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Chapter 8.12 TREE PROTECTION

Sections:

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8.12.010 Title.

This chapter shall be known as the “Tree Protection Ordinance.”

8.12.020 Purpose.

The trees of Sebastopol are valued community assets. The purpose of this chapter is to establish regulations for the installation, maintenance, preservation, and selected removal of trees within the City. In establishing these procedures and standards, it is the City’s intent to encourage the preservation of trees. The provisions of this chapter shall apply to all property within the City of Sebastopol, public or private, and to any person, firm, or corporation. ~~except that public and private utilities are exempt from the requirements of this chapter.~~

The trees of Sebastopol are of profound ecological, cultural, and intrinsic value. Trees provide essential habitat, shade, carbon sequestration, environmental resilience, and critical ecological functions.

~~Trees are natural, immovable features inherent on a property at the time of purchase / transfer; no different than a stream, steep grade or other natural feature.~~

8.12.030 Findings— Rationale.

A. It is recognized that the preservation of trees is important for the following reasons:

1. To encourage and assure the continuance of quality development;
2. To protect and conserve the attractiveness and aesthetic and scenic beauty of the City, including the tree canopy visible from public streets, rights-of-way, parks, and other public places, and from neighboring properties;
3. To preserve the natural functions that trees perform for the benefit of residents, including stabilizing slopes and creek banks, filtering stormwater before it reaches the Laguna de Santa Rosa and its tributaries, and sustaining habitat for pollinators and birds that support local agriculture, gardens, and recreation, and thereby to avoid the public costs of erosion control, water-quality treatment, and habitat restoration that would otherwise be borne by the community;~~protect the environment of the City;~~
4. To improve air quality for residents by intercepting dust and airborne particulate matter along streets and near homes, schools, and public spaces, and to store carbon consistent with the City's adopted climate goals;~~aid in the reduction of air pollution by protecting the known capacity of trees to produce oxygen and ingest carbon dioxide;~~
5. To help reduce potential damage from wind;
6. To provide shade;
7. To act as a noise buffer; ~~and~~
8. To assist in the absorption of rainwater into the ground, thereby protecting against potential damages from soil erosion and flooding, as well as reducing the cost of handling stormwater by artificial means.

9. To maintain and enhance residential property values and the economic vitality of the City's downtown and commercial districts, which benefit from mature tree canopy;

10. To provide habitat for birds, bats, and beneficial insects that prey on agricultural and garden pests and pollinate crops, thereby reducing residents' reliance on pesticides and supporting local agriculture; and

11. To reduce the urban heat island effect by shading pavement, buildings, and public spaces, thereby lowering surface and air temperatures during heat events and reducing residents' cooling costs and heat-related health risks.

B. In order to promote the health, safety, and general welfare of the citizens of the City, while recognizing individual rights to develop, maintain, and enjoy private property to the fullest possible extent, it is necessary to enact regulations preserving trees on both private and City-owned property within the City of Sebastopol.

C. Some level of risk is inherent when living among trees, and such risk is reasonable and necessary for a functioning ecological environment.

D. Fallen trees and dead trees provide irreplaceable wildlife habitat and may be preserved whenever safely feasible.

E. Developers and commercial entities typically have greater access than individual residential owners to professional resources, including arborists, engineers, and design consultants, for investigating trees and other attributes of real property and for designing projects around them. Development projects also have a greater potential to affect multiple trees at once. Developers and commercial entities are therefore held to a higher standard of care for protecting trees on real property under their care and control, and for mitigating the loss of trees when removal cannot reasonably be avoided. Developers and commercial entities (as opposed to residential owners) have a heightened obligation to protect trees and mitigate ecological loss when removal is unavoidable.

F. Use of clean-energy equipment and noise-reduction practices during tree work supports community health and environmental goals.

18.12.040 Definitions.

"A300 standard" means American National Standards Institute (ANSI) A300, Tree Care Operations — Tree, Shrub, and Other Woody Plant Management — Standard Practices, [2023] edition, including its provisions on pruning, tree risk assessment, and management of trees during construction. A copy is on file with the City Clerk.

"Appraised value" means the value of a tree determined by the Trunk Formula Technique (reproduction-cost approach) set forth in the Council of Tree and Landscape Appraisers' Guide for

Plant Appraisal, 10th Edition (2018), performed by the City Arborist or by a certified arborist approved by the City Arborist. A copy is on file with the City Clerk.

"Arborist of record" means the certified arborist designated for a project under SMC 8.12.054.

"Calculated tree protection zone" means the area within a circle centered on the trunk of a tree with a radius of [one foot for each inch of d.b.h.].

"Certified arborist" means a person holding current certification as an arborist from the International Society of Arboriculture (ISA) and a current City of Sebastopol business license.

"City Arborist" means the certified arborist appointed by the City Manager under SMC 8.12.045, or that person's designee.

"Development area" means all areas of a site, and of any adjoining property used with the owner's permission, where work associated with a development application will occur, including building footprints, demolition, grading, trenching, utility installation, paving, landscaping and irrigation, construction access routes, staging and materials storage areas, equipment and vehicle parking, and spoils and debris stockpiles.

~~Appeals. Persons dissatisfied with any action of the Tree Board may appeal such action pursuant to Chapter 17.455 SMC. Persons dissatisfied with any action of the City Arborist may appeal such action to the Tree Board and such decision may be further appealed to the City Council.~~

"Diameter at breast height (d.b.h.);" means the diameter of a tree measured four and one-half feet above the surrounding grade.

"Escaped exotic" means a tree that is a member of any of the following species:

Exotic Trees	
Common Name	Scientific Name

Acacias and wattles,
all species

Acacia sp.

Tree of heaven	Ailanthus altissima
Plume albizia	Albizia lophantha, A. distachya
Eucalyptus, all species	Eucalyptus sp.

Exotic Trees	
Common Name	Scientific Name
Tamarisk and salt cedar, all species	Tamarix sp.
~~Poplars, all species~~	~~Populus sp.~~
~~Monterey pine~~	~~Pinus radiata~~

~~“Protected native tree”~~ “Protected Tree” means ~~a~~ any tree, excluding the species noted as an “Escaped Exotic”, with a minimum d.b.h. of 10 inches if it has a single trunk, or which has at least one trunk with a minimum d.b.h. of 10 inches if the tree has two or more trunks, on all properties. ~~other than single-family or duplex residential properties, and with a minimum d.b.h. of 20 inches on single-family or duplex properties, and which is also a member of any of the following species:~~

Protected-Native Trees	
Common Name	Scientific Name
~~Bigleaf maple~~	~~Acer macrophyllum~~
~~Box elder~~	~~Acer negundo ssp. californica~~
~~Buckeye~~	~~Aesculus californica~~
~~White alder~~	~~Alnus rhombifolia~~
~~Madrone~~	~~Arbutus menziesii~~

Protected Native Trees	
Common Name	Scientific Name
Hawthorne	<i>Crataegus douglasii</i>
Oregon ash	<i>Fraxinus latifolia</i>
Douglas fir	<i>Pseudotsuga menziesii</i>
Coast live oak	<i>Quercus agrifolia</i>
Oregon oak	<i>Quercus garryana</i>
Black oak	<i>Quercus kelloggii</i>
Valley oak	<i>Quercus lobata</i>
Any naturally occurring hybrid of <i>Quercus</i> species listed above	
California bay	<i>Umbellularia californica</i>
Sandbar willow	<i>Salix hindsiana</i>
Yellow willow	<i>Salix lasiolepis</i>
Red willow	<i>Salix laevigata</i>
Coast redwood ^{1, 2}	<i>Sequoia sempervirens</i>

Protected Native Trees	
Common Name	Scientific Name
Tanbark oak	Lithocarpus densiflora
California black walnut	Juglans hindsii

~~1 Generally not appropriate as a replacement tree. Therefore, if proposed as a replacement tree, the request should be reviewed and approved by the City Arborist.~~

~~2 Not indigenous to Sebastopol. However, this species is perceived by the public to be native to the area.~~

"Objective" means the specific result that proposed tree work is intended to achieve, as identified from the list in SMC 8.12.060(C)(2).

"Qualified tree risk assessor" means a certified arborist who also holds a current ISA Tree Risk Assessment Qualification (TRAQ).

"Tree Board" means the Sebastopol Tree Board described in SMC 8.12.045.

~~Sebastopol Tree Board. The Design Review Board is hereby established as the Sebastopol Tree Board, to consider applications for tree removal permits pursuant to SMC 8.12.060. Said Tree Board shall also have as its staff advisor a certified arborist appointed by the City Manager, to present and report on applications, public and private.~~

"Specified tree protection zone" means the area, determined by the arborist of record and approved by the City Arborist, within which root cutting, soil compaction, grade change, or other disturbance is likely to significantly impair the health or structural stability of a tree. It is based on the following site-specific conditions: species tolerance to root loss; tree age, size, and condition; existing structures, hardscape, and paving; soil and drainage conditions; and observed or likely root distribution. A specified tree protection zone may differ in size and shape from the calculated tree protection zone. Where any part of it is smaller than the calculated tree protection zone, the arborist of record shall state the basis in writing, consistent with ISA Best Management Practices: Managing Trees During Site Development and Construction, 3rd Edition (2023).

"Tree protection zone" or "TPZ" means the area around a tree where digging, trenching, grading, paving, parking, or storing materials is likely to harm the tree's roots and threaten its health or stability. The TPZ is set as follows:

1. **Standard TPZ.** Unless a site-specific TPZ has been approved, the TPZ is a circle centered on the trunk, with a radius of [one foot for every inch of d.b.h.]. For example, for a tree 20 inches in diameter, the TPZ extends 20 feet from the trunk in every direction.

2. **Site-specific TPZ.** The arborist of record may propose a TPZ of a different size or shape, based only on the tree's species, age, and health; existing buildings, foundations, driveways,

and paving; soil conditions; and where the roots actually are. For example, the TPZ may stop at an existing building foundation that already blocks root growth. If any part of the proposed TPZ is smaller than the standard TPZ, the arborist shall explain why in writing. A site-specific TPZ takes effect only when approved by the City Arborist.

(The standard and site-specific TPZ correspond to the “calculated TPZ” and “specified TPZ” in the latest edition of the ISA Best Management Practices: Managing Trees During Site Development and Construction)

“Tree protection zone” means the area measured at the dripline of the most exterior portion of a tree’s crown, or as otherwise determined by the City Arborist.

“Tree removal” means any act that causes, or is reasonably likely to cause, the death of a tree, the physical relocation of a tree from its site, or the loss of a tree’s structural integrity, as determined by the City Arborist applying the A300 standard. This includes cutting the trunk, and pruning, root cutting, grade change, or chemical application severe enough to produce that result. All tree work performed on the same tree within any [36]-month period shall be considered together in determining whether a tree removal has occurred, the destruction or displacement of a tree by cutting, bulldozing, or other mechanical or chemical means, which results in the removal of more than one third of the crown or roots of a tree, physical transportation of a tree from its site, and/or death of a tree.

“Tree work” means any cutting of the living roots, trunk, or branches of a protected tree, including tree removal.

8.12.045 Tree Board and City Arborist.

A. The Design Review Board is designated as the Sebastopol Tree Board. The Tree Board shall consider applications tree removal permits as provided in SMC 8.12.060 and shall hear appeals as provided in SMC 8.12.090.

B. The City Manager shall appoint a certified arborist as City Arborist. The City Arborist shall serve as staff advisor to the Tree Board, present and report on applications, public and private, and perform the duties assigned to the City Arborist by this chapter.

8.12.050 Tree protection plan – Construction.

In order to protect trees during construction of a project and thereafter, and to maximize chances for their subsequent survival, a tree protection plan (TPP) shall be required. Said plans shall be prepared by the arborist of record. The arborist of record shall certify that the TPP (1) accurately identifies each protected tree affected by the project and its classification under subsection (C)(1) of this section; (2) states the objective of each proposed tree removal or impact; and (3) proposes tree work and protection measures that, in the arborist’s professional judgment, are the minimum necessary to

achieve those objectives consistent with the A300 standard. The City shall review the TPP and determine whether the project complies with this chapter.

an International Society of Arboriculture (ISA) certified arborist. The arborist must certify that the project, as proposed, is in compliance with this chapter regarding the preservation and protection of existing trees from indiscriminate or unnecessary removal and damage. The certification shall be subject to City review and approval.

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A. *When a Tree Protection Plan Is Required.* A TPP shall be required as a part of the materials submitted with applications for a tentative map, use permit, variance, design review, encroachment permit, grading permit, or building permit where the development area will be located within the tree protection zone proposed work will be located within the dripline of any tree for which a tree removal permit would be required by the provisions of this chapter, whether on the subject property or on an adjoining property.

B. *Exemptions.* A TPP shall not be required for development applications relating to existing single-family or duplex residential uses, except when the development area, including any construction access route, staging or materials storage area, or equipment parking area, is located within the tree protection zone of, or the project is located within the dripline of, or may cause the removal of, any tree with a d.b.h. of ~~20~~ 10 inches or more if the tree has a single trunk, or which has at least one trunk with a minimum d.b.h. of ~~20~~ 10 inches if the tree has two or more trunks.

C. *Tree Protection Plan – Standards for Approval.* The developer is responsible, from the initial site preparation through final building inspection, for the preservation of all trees for which a tree removal permit would be required by the provisions of this chapter and which are designated to remain on the project site. The developer is also responsible for installing any replacement trees that are required pursuant to SMC 8.12.060(E). In order to ensure the continued success of all trees to be preserved on a project site, and of any replacement trees, a TPP may be considered for approval by the Tree Board or Planning Director, as appropriate, so long as it contains the following information:

1. An inventory and site plan showing the size, species, state of health, estimated crown diameter, accurate trunk location, and tree protection zone of each protected tree, and of each tree on an adjoining property that would be a protected tree if located on the subject property, whose tree protection zone is within or overlaps the development area. Each such tree shall be classified as: (a) retained and not impacted; (b) retained and impacted, with a description of the impact, its objective, and proposed mitigation; or (c) proposed for removal, with the objective of the removal.

Size, species, state of health, estimated crown diameter, and accurate trunk location of all trees whose dripline is within the development area, including any areas where trenching is proposed, whether the trees are located on the subject property or on an adjoining property.

2. Description of all proposed measures to ensure the survival of remaining trees throughout the entire development process.

3. Description of any proposed landscaping, irrigation, construction, or grading to be located within the tree protection zone of any protected tree to be retained, and the measures proposed to comply with SMC 8.12.052(A).

~~Description of any proposed landscaping to be located within the dripline of existing protected native tree(s). Although this is not generally encouraged, if landscaping is proposed within the dripline of a protected native tree, drought resistant plants and water conserving irrigation systems shall be used. Construction of walls, foundations, buildings, and grading shall be minimal within the dripline of affected trees.~~

4. Proposed size, species, and location of replacement trees.

5. Description of maintenance program for the replacement trees, including type of irrigation system, staking, weed control and length of maintenance period.

6. Description of existing and proposed grading and drainage characteristics on the project site and adjoining properties as these characteristics relate to each tree in categories (a) through (c) of subsection (C)(1) of this section.~~trees for which a tree removal permit would be required by the provisions of this chapter and which are designated to remain on the project site.~~

7. The location and type of tree protection fencing, the name and contact information of the arborist of record, and a note that the owner, permittee, and all contractors are required to comply with SMC 8.12.052 and 8.12.054.~~The following conditions shall be noted on any TPP, and it shall be the responsibility of the developer to ensure that they are met by any individual involved in the construction of a project:~~

~~a. Parking of vehicles and/or storage of equipment, debris, or materials, including solvents, paints, and other toxic substances, under the dripline of trees which are designated to remain on the project site is prohibited during all phases of construction, including site preparation.~~

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~~b. Each tree or group of trees which is/are designated to be preserved on a project site or an adjacent property shall be enclosed within fencing of a type previously approved by the City Arborist or Planning staff prior to initiation of any grading, movement of heavy equipment, or other construction activity, including demolition. Location of the fence shall be at the discretion of the project arborist, subject to City approval, but will generally be at the limits of the tree protection zone of any trees which are designated to be preserved on site.~~

~~c. Fencing shall remain in place until such time as the Planning staff or City Arborist is assured the trees are no longer in danger of construction damage. If the fencing is removed for any amount of time during~~

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~~the construction process, the project arborist and/or City Arborist must be on site to ensure that no damage to the tree(s) occurs.~~

8. The following condition shall be noted on any TPP, on any map sheet submitted with improvement plans, and on any building permit site plan which may be used in the performance of any site work including demolition, grading, trenching, compaction, or clearance within a tree protection zone of any subject tree to be retained on the project site, as well as for any tree on an adjacent site. It shall be the responsibility of the developer to ensure that it is met by any individuals involved in the construction of a project:

A Contractor is responsible for compliance with 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), will result in the issuance of a stop-work order, and may also result in the imposition of fines, penalties, or both.

D. *Performance Bond.* A performance bond, consistent with the specifications of SMC [16.44.100\(B\)](#), shall be required prior to issuance of an entitlement, to assure protection of trees on the site. The amount of any bond shall be \$1,500 per tree that is required to be protected by the provisions of this chapter, or the ~~appraised value of the affected tree(s)~~ [value of affected tree\(s\), as defined in the most recent edition of the Council of Tree and Landscape Appraisers' "Guide for Plant Appraisal,"](#) whichever is greater. ~~This publication is available for review in the Planning Department office.~~ To avoid unnecessary hardship, the Tree Board may reduce the amount of such bond or substitute other security. If, in the opinion of the City Arborist or Planning staff, no violation or damage has occurred during the construction, the bond shall be returned upon final building inspection. However, if damage has occurred, the bond for such affected tree(s) shall be held for three years and may be forfeited at the end of this period, if it is the opinion of the City Arborist or Planning staff that permanent damage has occurred. Such forfeited bond monies shall be [deposited in the Tree Replacement Fund and used only as provided in SMC 8.12.065](#) ~~used for replacement of such damaged tree(s), or for tree-related uses within the City, as the City may elect.~~

E. *Nonconformance.* In case of nonconformance with tree protection requirements, the City Building Official shall issue a stop work order until all requirements have been met.

F. *Unauthorized Work.* In case of unauthorized work, the City Building Official shall issue a stop work order until the project is brought into compliance with an approved tree protection plan. If unauthorized work has already caused damage, a stop work order shall be issued by the City Building Official, his/her designee, or City staff. The City Arborist or Planning staff shall determine if the tree can be saved or removed. If the tree must be removed, then the performance bond shall be forfeited or, if no bond was secured, then a penalty shall be levied pursuant to SMC [8.12.080](#). ~~Unauthorized work performed by~~ [_a tree service, arborist, or other person performing tree work for hire shall subject that person to the penalties of SMC 8.12.080](#)

and, after notice and an opportunity to be heard, to suspension or revocation of the person's City business license as provided in SMC 8.12.080(E).

8.12.052 Construction within tree protection zones: protective fencing.

A. Construction of walls, foundations, buildings, paving, trenching, and grading within the tree protection zone of a protected tree designated to remain shall be limited to the minimum necessary to achieve the project's objectives. Where such work is unavoidable, it shall use root-protective methods recommended by the arborist of record, such as pier-and-grade-beam foundations, bridging over roots, boring instead of trenching, and hand or air excavation. Landscaping within a tree protection zone is discouraged. Where it is approved, drought-tolerant plants and water-conserving irrigation shall be used.

B. Before any demolition, grading, movement of heavy equipment, or other construction activity begins, the owner and permittee shall install tree protection fencing around each tree or group of trees designated to be preserved on the project site or an adjacent property. The fencing shall be of a type approved by the City Arborist or Planning staff and shall be at the limits of the tree protection zone unless the approved TPP specifies another location.

C. Parking of vehicles and storage of equipment, debris, or materials, including solvents, paints, and other toxic substances, within the tree protection zone of any tree designated to remain is prohibited during all phases of construction, including site preparation.

D. The owner and permittee shall keep fencing in place until the Planning staff or City Arborist confirms in writing that the trees are no longer in danger of construction damage. If the fencing must be moved or removed during construction, the owner or permittee shall first notify the arborist of record, and the arborist of record or the City Arborist shall be on site while work occurs within the tree protection zone.

E. The owner, permittee, and each contractor performing work on the site are each responsible for compliance with this section and with the approved TPP.

8.12.054 Arborist of record.

A. Each application that requires a TPP or a risk assessment under SMC 8.12.060(C)(3) shall designate an arborist of record on a form prescribed by the City.

B. Before accepting a designation, City staff shall confirm that the designated arborist is a certified arborist. If not, the City shall reject the designation, and the application shall be incomplete until an eligible arborist is designated.

C. The name, business name, and business contact information of the arborist of record shall be a public record and shall be shown on the TPP and the permit.

D. The owner may change the arborist of record by filing a change-of-designation form signed by the owner and the incoming arborist. The change is effective when City staff confirm the incoming arborist's eligibility under subsection B. The outgoing arborist may withdraw by written notice to the City and the owner.

E. The owner and permittee shall notify the arborist of record at least [two] business days before any work within the tree protection zone of a protected tree designated to remain, and before any change to the approved tree protection measures.

F. It is a violation of this chapter for the owner or permittee to (1) perform or allow work requiring an arborist of record when no arborist of record is designated, or (2) fail to provide the notice required by subsection E. An arborist of record who was not informed of the work as required by subsection E is not responsible for that work.

8.12.055 Tree work standards.

A. All tree work, whether or not a permit is required, shall be performed in accordance with the A300 standard.

B. Each application for a tree removal permit, and each TPP, shall state the objective of the proposed tree work. The work shall remove no more living material than necessary to achieve that objective.

C. If an objective can reasonably be achieved while retaining a tree, removing the tree removes more living material than necessary and is not authorized by any permit issued under this chapter.

~~licensed tree companies or arborists shall subject the company doing the work to sanctions by the City. For the first offence, a written warning shall be issued. For the second offence, the company's license to work within the City of Sebastopol shall be suspended for 180 days. For the third offence, the company's licenses shall be permanently revoked.~~

~~G. Notifications – Trees on Private Property – a 600' radius for all those potentially affected to be notified with a certain time frame that a tree protection plan will be in place via mail.~~

~~H. Notifications – Trees on Public Property – a 600' radius for all those potentially affected to be notified with a certain time frame that a tree protection plan will be in place via mail. Additionally, a notice shall be posted at the entrance or entrance(s) of the park or facility where the tree is proposed to be removed for 14 days prior to the hearing for which the trees will be discussed. Additional notifications to the public will be required if the tree is a Protected Native Tree by means of a public notification in a news media outlet with a proven readership of at least 3,500 people (i.e. Sebastopol Times).~~

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8.12.060 Tree removal permit.

A tree removal permit (TRP) shall be required for tree removals within the City, as specified herein. All tree work, whether or not a TRP is required, is subject to SMC 8.12.055.

A. When a Tree Removal Permit Is Required.

1. ~~Single-Family and Duplex Residential.~~ On properties ~~which house a single-family or duplex residential use,~~ no person shall allow or cause the removal of a tree that has a minimum diameter at breast height (d.b.h.) of ~~20~~ 10 inches or more if the tree has a single trunk, or which has at least one trunk with a

minimum d.b.h. of ~~20~~ 10 inches if the tree has two or more trunks without first obtaining a TRP, unless otherwise exempted herein.

~~2. Multifamily Residential, Commercial, or Industrial. On properties which are currently utilized for multifamily residential, commercial, or industrial uses, no person shall allow or cause the removal of a protected native tree (minimum 10 inches d.b.h.), or any other tree which has a minimum d.b.h. of 20-10 inches or more if the tree has a single trunk, or which has at least one trunk with a minimum d.b.h. of 20-10 inches if the tree has two or more trunks without first obtaining a TRP, unless otherwise exempted herein.~~

2. No person shall divide tree work on the same tree into separate phases or applications to avoid the requirement for a TRP.

B. *Exemptions.* A tree removal permit is not required for the following:

1. To remove a tree that, based on an analysis by the ~~a~~ City Arborist, ~~Planning staff, or Building Official,~~ is dead or extremely diseased, or is in a hazardous condition which presents an immediate danger to public safety or property.
2. To prune less than one-third of the living tree crown within any [36]-month period, measured against the crown as it existed at the start of that period, in accordance with the A300 standard tree crown. (For pruning guidelines refer to "Pruning Standards ISA" available at City Hall.)
3. To remove tree as part of management practices in orchards, Christmas tree farms, or nurseries.
4. To remove an escaped exotic, as defined in SMC 8.12.040.

~~5. Public or private utility companies are not required to obtain a TRP to remove a tree which currently affects, or can be reasonably expected to affect, utilities within the foreseeable future.~~

5. Tree work ordered in writing by a fire code official, or required to comply with defensible space requirements of state law or this code, limited to the minimum necessary to comply with the order or requirement.

6. To remove any tree from City property, where the City Arborist determines that the removal is consistent with one or more of the findings listed in subsection D of this section.

C. *Tree Removal Permit – Application Content.* Tree removal permit applications shall include the following information, and shall be submitted on a form prescribed by the City:

1. The size, species, and condition (e.g., diseased, healthy, etc.) of each tree proposed for removal. Size information shall include tree height and trunk d.b.h.

2. The objective of the proposed removal, selected from the following: (a) reduce risk; (b) clearance from structures, utilities, sidewalks, streets, or sight lines; (c) development under subsection (D)(4) of this section; (d) fire-hazard reduction; (e) tree health, including removal of dead, dying, or diseased parts; (f) solar access; (g) recurring maintenance under subsection (D)(3) of this section; or (h) other, described by the applicant.~~reason for the proposed removal.~~

3.If the objective is to reduce risk, a tree risk assessment prepared by a qualified tree risk assessor, using the ISA Tree Risk Assessment Qualification methodology and the risk assessment provisions of the A300 standard, that documents the current level of risk and the residual risk expected after the proposed tree work.

~~34.~~ The size, species, location, and maintenance program of all trees proposed as replacement trees (see subsection E of this section).

~~45.~~ The name and address of the owner(s) of the property upon which the tree(s) intended for removal is located. (Note: such person(s) permission shall be required before the Planning Department may process a TRP application.)

6. If a risk assessment is required under subsection (C)(3) of this section, the name of the arborist of record designated under SMC 8.12.054.

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D. *Tree Removal Criteria.* An application for a tree removal permit may be approved only when at least one of the following conditions is satisfied, and that condition has been verified by the City Arborist, and the proposed work complies with SMC 8.12.055. In the case of single-family and duplex properties, upon noticing the tree removal request, the City Arborist shall consider the application and its merits under the requirements of this chapter. For all other applications, the Tree Board shall conduct a public hearing, consider the concerns of the applicant, as well as the value of the tree to the greater community during its review of a tree removal permit, and issue a determination.

1. The tree is diseased or structurally unsound and, as a result, is likely to become a significant hazard to life or property within the next two years.

2. The tree poses a likely foreseeable threat to life or property which cannot be reasonably mitigated through pruning, root barriers, or other management methods.

3. The property owner can demonstrate that there are unreasonably onerous recurring maintenance issues, which are deemed necessary for safety or protection of property. The property owner is responsible for providing documentation to support such a claim.

4. A situation exists or is proposed in which structures or improvements, including, but not limited to, ~~building additions, second units, swimming pools,~~ hydrotherapy pools not larger than 200 SF, accessible paths of travel and solar energy systems, such as solar panels, cannot be reasonably designed or altered to avoid the need for tree removal.

5. The tree has matured to such an extent that it is determined to be out of scale with adjacent structures and utilities, or with other landscape features, such that its continued growth will cause, or has caused, recurring damage to those structures or utilities that cannot reasonably be avoided by pruning or other management.

E. *Replacement Trees.* Any tree removal permit authorized pursuant to the previous sections of this chapter shall include a condition requiring the provision of replacement trees, in-lieu fee payment, or an approved alternative, to the extent required by the findings under subsection (E)(1) of this section, as follows:~~as follows:~~

1. Replacement calculation. For each tree removed, the number of replacement trees shall be calculated on a worksheet prescribed by the City, as follows. The completed worksheet, with supporting photos and measurements, is the City's finding for that tree and shall be included in the decision.

a. Baseline, by d.b.h.: 10 to 17 inches, [one] tree; 18 to 23 inches, [two] trees; 24 to 35 inches, [three] trees; 36 inches or more, [four] trees.

b. No replacement is required if (i) the City Arborist confirms the tree is dead, or (ii) a qualified tree risk assessor rates the tree's risk "high" or "extreme" and no measure other than removal would reduce it.

c. Subtract one tree for each of the following that applies: (i) the City Arborist rates the tree's condition below [40] percent using the condition-rating method of the Guide for Plant Appraisal, 10th Edition; (ii) no part of the tree is visible from a public street, sidewalk, park, or other public place, or from a neighboring property.

d. Add one tree for each of the following that applies: (i) the tree is a native species listed in Appendix A to this chapter; (ii) any part of the canopy overhangs a public street, sidewalk, or park, or the trunk is within [50] feet of the top of bank of a creek.

e. The result shall be no less than zero and no more than the baseline plus two.

2. Adjustment on request. If the applicant shows, with evidence, that the calculated requirement is disproportionate to the actual impact of the removal, the City Arborist or Tree Board, as applicable, may reduce it and shall state the reasons in writing. The decision-maker may not otherwise depart from the calculation.

3. Size and site capacity. Replacement trees shall be at least [15-gallon] size. A [24-inch box] tree counts as [two] replacement trees. The number of trees required on site shall not exceed what the site's available plantable area can reasonably support at maturity, as determined by the City Arborist. Any remainder shall be satisfied under subsection (E)(7)(b) or (E)(7)(c) of this section.

4. In-lieu fee. The in-lieu fee equals the number of required replacement trees not planted under subsection (E)(7)(a) or (E)(7)(b) of this section, multiplied by a per-tree fee set by resolution of the City Council. The per-tree fee shall equal the City's reasonable cost to acquire, plant, and maintain a replacement tree through a [three]-year establishment period, based on a cost study [currently estimated at \$1,750.00].

~~1. A fee of \$75.00 \$1,750.00 per required replacement tree shall be paid per required tree removed at the time of submittal of the tree removal application or a minimum of two (2) 15-gallon trees chosen from the included in subsection (E)(2) of this section shall be planted and the fee refunded. The final number of replacement trees, and the tree species, shall be determined by the Tree Board or the City Arborist, as applicable. In any case, the mitigation (number and size of replacement trees) must be related to the significance (size, age, etc.) of the trees that are proposed for removal as well as the size of the property in which the trees will be planted.~~

52. Replacement trees shall be selected from the following list of approved replacement trees based on the recommendation of the Planning staff or City Arborist, and with the approval of the Tree Board, or City Arborist, as applicable. If the applicant would like to install replacement trees which are not included in this list, such a request may be considered by the Tree Board, or City Arborist, as applicable.

Common Name	Scientific Name
Amur maple	Acer ginnala
Big leaf maple	Acer macrophyllum
Black oak	Quercus kelloggii
California bay	Umbellularia californica
Chinese elm	Ulmus parvifolia
Chinese pistache	Pistacia chinensis
Coast live oak	Quercus agrifolia
Crape myrtle	Lagerstroemia indica

Common Name	Scientific Name
Gravenstein apple	Malus Gravenstein
Interior live oak	Quercus wislizenii
Japanese maple	Acer palmatum
Madrone	Arbutus menziesii
Oregon ash	Fraxinus latifolia
Port Orford cedar	Chamaecyparis lawsoniana
Red alder	Alnus oregona
Red oak	Quercus rubra
Trident maple	Acer buergeranum
Western redbud	Cercis occidentalis
Western red cedar	Thuja plicata
Valley oak	Quercus lobata
Fruit Tree	Any Fruit or Nut Tree
Various	Any Tree a Professional Arborist deems appropriate to the Site Conditions.

~~36.~~ Replacement trees which are to be located within 20 feet of utility lines shall be of a species which has a maximum height at maturity of less than 20 feet.

~~47.~~ The applicant may satisfy the condition for tree replacement by completing one of the following measures:

- a. Locate the replacement trees on site, in a location determined to be appropriate by the City Arborist.
- b. Locate the replacement trees off site, in a public landscaped area or park. In this case, the applicant must contact the Public Works Director to arrange for the purchase, planting and location of the replacement trees.
- c. Pay an in-lieu fee under subsection (E)(4) of this section to the City of Sebastopol Tree Replacement Fund of \$75.00 \$1,750.00 per required replacement tree to the City of Sebastopol tree fund. This fee must be paid in full prior to approval of improvement plans, or prior to issuance of a building permit, whichever happens first.

F. *Public Notification of Tree Removal.*

1. Trees proposed for removal shall be marked by City staff with a form prescribed by the City. Notice of a tree removal permit application shall be posted on the subject parcel, and in at least two public places within 300 feet of the affected trees, at least 10 calendar days prior to the date of the Sebastopol Tree Board meeting at which the application will be considered.

2. Notice of a development application whose TPP proposes the removal of a protected tree shall be mailed to the owners [and occupants] of all property within 600 feet of the affected trees at least [10] calendar days before the City Arborist's decision or the Tree Board hearing.

3. For trees on public property, notice shall also be posted at each entrance of the park or facility where the tree is located for at least 14 days before the hearing, and published at least once in a newspaper of general circulation in the City at least [10] days before the hearing.

G. *Tree Removal Hours.* Except in the case of an emergency, as defined in SMC 8.25.040, no tree shall be removed or altered on any parcel except during the following hours:

Monday through Friday, 7:00 a.m. to 8:00 p.m., and Saturday and Sunday, 8:00 a.m. to 5:00 p.m.; except that work authorized by a tree removal permit shall be performed only Monday through Friday, [8:00 a.m. to 5:00 p.m.], being the hours during which City staff are available to respond to inquiries about permitted work.

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Additionally, except in the case of an emergency, no tree shall be removed or altered on any parcel on any of the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Christmas Day, and Thanksgiving Day. (Ord. 1153 § 2, 2025)

8.12.065 Tree Replacement Fund.

A. The City shall maintain a separate Tree Replacement Fund. In-lieu fees under SMC 8.12.060(E), forfeited bonds under SMC 8.12.050(D), and penalties collected under SMC 8.12.080 shall be deposited in the fund and accounted for separately from other City funds.

B. Money in the fund shall be used only to mitigate the loss of trees to the community by: (1) purchasing replacement trees; (2) planting replacement trees; (3) watering, staking, pruning, and otherwise caring for replacement trees through their establishment period; (4) replacing replacement trees that fail during that period; and (5) paying the portion of City staff costs, documented by time records, that is attributable to administering these activities.

C. Money in the fund shall not be used for public education, care of existing trees, acquisition of land, or staff costs not documented under subsection (B)(5) of this section.

8.12.070 Tree planting near power lines.

Any trees that will reach a height greater than 20 feet at maturity shall not be planted within 20 feet (measured horizontally) of overhead utility lines.

8.12.080 Violations and enforcement.

A. Violations. It is a violation of this chapter for any person to do, or to cause or allow, any of the following: (1) tree work requiring a permit without a valid permit; (2) tree work that exceeds the scope of a permit or removes more living material than necessary to achieve the stated objective, contrary to SMC 8.12.055; (3) any act contrary to an approved TPP or to SMC 8.12.052; (4) any act contrary to SMC 8.12.054; (5) any impact or disturbance that results in significant loss of health, vigor, or longevity of a protected tree in violation of this chapter; or (6) submitting an application, TPP, or tree risk assessment containing information the person knows to be false. Each protected tree affected is a separate violation.

B. Administrative penalty – Base amount.

1. The base amount of the administrative penalty for a violation affecting a protected tree is the appraised loss: the difference between the tree's appraised value immediately before the violation and its appraised value immediately after the violation.

2. Where the tree has been removed or altered, the City Arborist may determine appraised value from the best available evidence, including stump and root-flare measurements, photographs, aerial and street-level imagery, prior permit records, and comparable trees on or near the site.

3. The appraised loss is presumed to be the detriment to the community caused by the violation. The person charged may rebut the presumption with evidence that the work did not cause significant detriment to the community, for example because the tree was dead, was a hazard that could not otherwise be mitigated, or was not visible from any public place or neighboring property and provided no significant shade, habitat, or stormwater benefit beyond the parcel. The hearing officer may reduce the base amount to reflect the detriment actually proved.

4. The reasonable installed cost of replacement trees planted to remedy the violation, as required by the City under SMC 8.12.060(E), shall be credited against the base amount.

5. The person charged shall also pay the City's reasonable costs of investigation and enforcement, as set by resolution of the City Council.

C. Culpability. The base amount, after any credit, shall be multiplied according to the most culpable state of mind proved for the violation:

1. Negligently (failed to exercise the care a reasonable person would exercise under the circumstances): [1×].

2. Recklessly (consciously disregarded a substantial risk that the conduct violated this chapter): [1.5×].

3. Knowingly (was aware the conduct violated this chapter): [2×].

4. Intentionally (acted with the purpose of accomplishing the prohibited result): [3×].

5. Maliciously (acted with intent to injure the tree, its owner, or the community, or with willful disregard of the rights of others): [3×], and referral for prosecution under subsection D of this section.

Evidence of state of mind may include the number of trees affected; prior violations or warnings; receipt of notice of this chapter or of a permit condition; whether the person is a tree service, arborist, developer, or other professional who regularly performs or contracts for tree work; and any attempt to conceal the work. No penalty under this section shall be imposed for a violation that occurred without at least negligence. The City may still require replacement under SMC 8.12.060(E) in that case.

D. Criminal penalties. A violation committed knowingly, intentionally, or maliciously may be prosecuted as a misdemeanor, punishable as provided in Government Code section 36901. Any other violation of this chapter is an infraction punishable as provided in Government Code section 36900. Criminal penalties are in addition to the administrative penalty.

E. Professional sanctions.

1. When a tree service, arborist, or other person performing tree work for hire commits a violation recklessly, knowingly, intentionally, or maliciously, the City may, after notice and an opportunity to be heard, suspend that person's City business license for up to [180] days. For an intentional or malicious violation, the City may revoke it.

2. A qualified tree risk assessor who knowingly fails to follow the methodology required by SMC 8.12.060(C)(3), or knowingly misstates current or residual risk, is subject to an administrative penalty of up to [\$] per assessment and to sanctions under subsection (E)(1) of this section.

F. Procedure. Administrative penalties shall be imposed, and may be contested, under [SMC Chapter (Administrative Citations)] and Government Code section 53069.4.

~~A. Violation of SMC 8.12.050 and 8.12.060 and any impacts or disturbances resulting in significant loss of health, vigor or longevity of any tree for which a tree removal permit would be required by the provisions of this chapter shall be held to be a misdemeanor punishable by fine and/or imprisonment in County jail as outlined below:~~

- ~~1. A fine not exceeding \$500.00 the arboreal value of the tree removed as determined by the City Arborist (\$2,500 if unable to ascertain value), plus the in-lieu fee (\$1,750), plus \$500.00 administration fee for a first violation;~~
- ~~2. A fine not exceeding \$1,000 double the original fine, or imprisonment in the County jail not exceeding six months, or by both for each additional violation of this chapter within one year.~~

GB. Other Violations. Violations of any other provisions of this chapter shall be deemed an infraction and shall be punishable as prescribed by law.

~~HC. Civil Remedies. Trees within the City of Sebastopol are valuable assets to its citizens, and as a result of loss or damage to these trees, the public should be recompensed. In addition to any penalties provided by this section, any person who damages a tree in violation of the terms of this chapter is responsible for conditions as described in SMC 8.12.060(E). The City may bring a civil action to collect any penalty or cost imposed under this section, to obtain injunctive relief, and to obtain any other remedy available at law. For trees on City property, the City may also recover damages as the owner of the tree. The remedies in this chapter are cumulative.~~
~~Restitution. Trees within the City of Sebastopol are valuable assets to its citizens, and as a result of loss or damage to these trees, the public should be recompensed. In addition to any penalties provided by subsection A of this section, any person who damages a tree in violation of the terms of this chapter is responsible for proper restitution and/or conditions as described in SMC 8.12.060(E). The City may bring a civil action for restitution to enforce this section.~~

8.12.090 Appeals.

Persons dissatisfied with any action of the Tree Board may appeal such action pursuant to Chapter 17.455 SMC. Persons dissatisfied with any action of the City Arborist may appeal such action to the Tree Board, and such decision may be further appealed to the City Council.

8.12.100 Fees.

Fees will be charged for services provided by City staff in conjunction with the processing of a tree protection plan or tree removal permit as set forth and amended by resolution of the City Council. The schedule of fees is available from the City Planning Department.

Appendix A. Native Species

The following species are native species for purposes of SMC 8.12.060(E)(1)(d): Bigleaf maple (Acer macrophyllum); Box elder (Acer negundo ssp. californica); Buckeye (Aesculus californica); White alder (Alnus rhombifolia); Madrone (Arbutus menziesii); Hawthorn (Crataegus douglasii); Oregon ash (Fraxinus latifolia); Douglas fir (Pseudotsuga menziesii); Coast live oak (Quercus agrifolia); Oregon oak (Quercus garryana); Black oak (Quercus kelloggii); Valley oak (Quercus lobata); any naturally occurring hybrid of the Quercus species listed; California bay (Umbellularia californica); Sandbar willow (Salix hindsiana); Yellow willow (Salix lasiolepis); Red willow (Salix laevigata); Coast redwood (Sequoia sempervirens); Tanbark oak (Lithocarpus densiflora); California black walnut (Juglans hindsii).

~~The Sebastopol Municipal Code is current through Ordinance 1164, passed March 3, 2026.~~

~~Disclaimer: The City Clerk's Office has the official version of the Sebastopol Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.~~

City Website: www.ci.sebastopol.ca.us

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8.12.010	Title.
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8.12.050	Tree protection plan – Construction.
8.12.052	Construction within tree protection zones; protective fencing.
8.12.054	Arborist of record.
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8.12.070	Tree planting near power lines.
8.12.080	Violations and enforcement.
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8.12.100	Fees.

Appendix A Native Species

**Chapter 8.12
TREE PROTECTION**

Sections:

8.12.010 Title.

This chapter shall be known as the “Tree Protection Ordinance.”

8.12.020 Purpose.

The trees of Sebastopol are valued community assets. The purpose of this chapter is to establish regulations for the installation, maintenance, preservation, and selected removal of trees within the City. In establishing these procedures and standards, it is the City’s intent to encourage the preservation of trees. The provisions of this chapter shall apply to all property within the City of Sebastopol, public or private, and to any person, firm, or corporation except that public and private utilities are exempt from the requirements of this chapter.

The trees of Sebastopol are of profound ecological, cultural, and intrinsic value. Trees provide essential habitat, shade, carbon sequestration, environmental resilience, and critical ecological functions.

8.12.030 Rationale.

A. It is recognized that the preservation of trees is important for the following reasons:

1. To encourage and assure the continuance of quality development;
2. To protect and conserve the attractiveness and aesthetic and scenic beauty of the City, including the tree canopy visible from public streets, rights-of-way, parks, and other public places, and from neighboring properties;
3. To preserve the natural functions that trees perform for the benefit of residents, including stabilizing slopes and creek banks, filtering stormwater before it reaches the Laguna de Santa Rosa and its tributaries, and sustaining habitat for pollinators and birds that support local agriculture, gardens, and recreation, and thereby to avoid the public costs of erosion control, water-quality treatment, and habitat restoration that would otherwise be borne by the community;
4. To improve air quality for residents by intercepting dust and airborne particulate matter along streets and near homes, schools, and public spaces, and to store carbon consistent with the City's adopted climate goals;
5. To help reduce potential damage from wind;
6. To provide shade;
7. To act as a noise buffer;
8. To assist in the absorption of rainwater into the ground, thereby protecting against potential damages from soil erosion and flooding, as well as reducing the cost of handling stormwater by artificial means.
9. To maintain and enhance residential property values and the economic vitality of the City's downtown and commercial districts, which benefit from mature tree canopy;
10. To provide habitat for birds, bats, and beneficial insects that prey on agricultural and garden pests and pollinate crops, thereby reducing residents' reliance on pesticides and supporting local agriculture; and
11. To reduce the urban heat island effect by shading pavement, buildings, and public spaces, thereby lowering surface and air temperatures during heat events and reducing residents' cooling costs and heat-related health risks.

B. In order to promote the health, safety, and general welfare of the citizens of the City, while recognizing individual rights to develop, maintain, and enjoy private property to the fullest possible extent, it is necessary to enact regulations preserving trees on both private and City-owned property within the City of Sebastopol.

C. Some level of risk is inherent when living among trees, and such risk is reasonable and necessary for a functioning ecological environment.

D. Fallen trees and dead trees provide irreplaceable wildlife habitat and may be preserved whenever safely feasible.

E. Developers and commercial entities typically have greater access than individual residential owners to professional resources, including arborists, engineers, and design consultants, for investigating trees and other attributes of real property and for designing projects around them. Development projects also have a greater potential to affect multiple trees at once. Developers and commercial entities are therefore held to a higher standard of care for protecting trees on real property under their care and control, and for mitigating the loss of trees when removal cannot reasonably be avoided.

F. Use of clean-energy equipment and noise-reduction practices during tree work supports community health and environmental goals.

18.12.040 Definitions.

“A300 standard” means American National Standards Institute (ANSI) A300, Tree Care Operations — Tree, Shrub, and Other Woody Plant Management — Standard Practices, [2023] edition (or newer), including its provisions on pruning, tree risk assessment, and management of trees during construction. A copy is on file with the City Clerk.

“Appraised value” means the value of a tree determined by the Trunk Formula Technique (reproduction-cost approach) set forth in the Council of Tree and Landscape Appraisers’ Guide for Plant Appraisal, 10th Edition (2018), performed by the City Arborist or by a certified arborist approved by the City Arborist. A copy is on file with the City Clerk.

“Arborist of record” means the certified arborist designated for a project under SMC 8.12.054.

“Calculated tree protection zone” means the area within a circle centered on the trunk of a tree with a radius of [one foot for each inch of d.b.h.].

“Certified arborist” means a person holding current certification as an arborist from the International Society of Arboriculture (ISA) and a current City of Sebastopol business license.

“City Arborist” means the certified arborist appointed by the City Manager under SMC 8.12.045, or that person’s designee.

“Development area” means all areas of a site, and of any adjoining property used with the owner’s permission, where work associated with a development application will occur, including building footprints, demolition, grading, trenching, utility installation, paving, landscaping and irrigation, construction access routes, staging and materials storage areas, equipment and vehicle parking, and spoils and debris stockpiles.

“Diameter at breast height (d.b.h.)” means the diameter of a tree measured four and one-half feet above the surrounding grade.

“Escaped exotic” means a tree that is a member of any of the following species:

Exotic Trees

Common Name	Scientific Name
Acacias and wattles, all species	Acacia sp.
Tree of heaven	Ailanthus altissima
Plume albizia	Albizia lophantha, A. distachya
Eucalyptus, all species	Eucalyptus sp.
Tamarisk and salt cedar, all species	Tamarix sp.
~~Poplars, all species~~	~~Populus sp.~~
~~Monterey pine~~	~~Pinus radiata~~

“Protected Tree” means a any tree, excluding the species noted as an “Escaped Exotic”, with a minimum d.b.h. of 10 inches if it has a single trunk, or which has at least one trunk with a minimum d.b.h. of 10 inches if the tree has two or more trunks, on all properties.

“Objective” means the specific result that proposed tree work is intended to achieve, as identified from the list in SMC 8.12.060(C)(2).

“Qualified tree risk assessor” means a certified arborist who also holds a current ISA Tree Risk Assessment Qualification (TRAQ).

“Tree Board” means the Sebastopol Tree Board described in SMC 8.12.045.

“Specified tree protection zone” means the area, determined by the arborist of record and approved by the City Arborist, within which root cutting, soil compaction, grade change, or other disturbance is likely to significantly impair the health or structural stability of a tree. It is based on the following site-specific conditions: species tolerance to root loss; tree age, size, and condition; existing structures, hardscape, and paving; soil and drainage conditions; and observed or likely root distribution. A specified tree protection zone may differ in size and shape from the calculated tree protection zone. Where any part of it is smaller than the calculated tree protection zone, the arborist of record shall state the basis in writing, consistent with ISA Best Management Practices: Managing Trees During Site Development and Construction, 3rd Edition (2023).

“Tree protection zone” or “TPZ” means the area around a tree where digging, trenching, grading, paving, parking, or storing materials is likely to harm the tree’s roots and threaten its health or stability. The TPZ is set as follows:

1. Standard TPZ. Unless a site-specific TPZ has been approved, the TPZ is a circle centered on the trunk, with a radius of [one foot for every inch of d.b.h.]. For example, for a tree 20 inches in diameter, the TPZ extends 20 feet from the trunk in every direction.

2. Site-specific TPZ. The arborist of record may propose a TPZ of a different size or shape, based only on the tree’s species, age, and health; existing buildings, foundations, driveways, and paving; soil conditions; and where the roots actually are. For example, the TPZ may stop at an existing building foundation that already blocks root growth. If any part of the proposed TPZ is smaller than the standard TPZ, the arborist shall explain why in writing. A site-specific TPZ takes effect only when approved by the City Arborist.

(The standard and site-specific TPZ correspond to the “calculated TPZ” and “specified TPZ” in the latest edition of the ISA Best Management Practices: Managing Trees During Site Development and Construction)

“Tree removal” means any act that causes, or is reasonably likely to cause, the death of a tree, the physical relocation of a tree from its site, or the loss of a tree’s structural integrity, as determined by the City Arborist applying the A300 standard. This includes cutting the trunk, and pruning, root cutting, grade change, or chemical application severe enough to produce that result. All tree work performed on the same tree within any [36]-month period shall be considered together in determining whether a tree removal has occurred.

“Tree work” means any cutting of the living roots, trunk, or branches of a protected tree, including tree removal.

8.12.045 Tree Board and City Arborist.

A. The Design Review Board is designated as the Sebastopol Tree Board. The Tree Board shall consider applications tree removal permits as provided in SMC 8.12.060 and shall hear appeals as provided in SMC 8.12.090.

B. The City Manager shall appoint a certified arborist as City Arborist. The City Arborist shall serve as staff advisor to the Tree Board, present and report on applications, public and private, and perform the duties assigned to the City Arborist by this chapter.

8.12.050 Tree protection plan – Construction.

In order to protect trees during construction of a project and thereafter, and to maximize chances for their subsequent survival, a tree protection plan (TPP) shall be required. Said plans shall be prepared by the arborist of record. The arborist of record shall certify that the TPP (1) accurately identifies each protected tree affected by the project and its classification under subsection (C)(1) of this section; (2) states the objective of each proposed tree removal or impact; and (3) proposes tree work and protection measures that, in the arborist’s professional judgment, are the minimum necessary to achieve those objectives consistent with the A300 standard. The City shall review the TPP and determine whether the project complies with this chapter.

A. *When a Tree Protection Plan Is Required.* A TPP shall be required as a part of the materials submitted with applications for a tentative map, use permit, variance, design review, encroachment permit, grading permit, or

building permit where the development area will be located within the tree protection zone of any tree for which a tree removal permit would be required by the provisions of this chapter, whether on the subject property or on an adjoining property.

B. *Exemptions.* A TPP shall not be required for development applications relating to existing single-family or duplex residential uses, except when the development area, including any construction access route, staging or materials storage area, or equipment parking area, is located within the tree protection zone of, or the project or may cause the removal of, any tree with a d.b.h. of 10 inches or more if the tree has a single trunk, or which has at least one trunk with a minimum d.b.h. of 10 inches if the tree has two or more trunks.

C. *Tree Protection Plan – Standards for Approval.* The developer is responsible, from the initial site preparation through final building inspection, for the preservation of all trees for which a tree removal permit would be required by the provisions of this chapter and which are designated to remain on the project site. The developer is also responsible for installing any replacement trees that are required pursuant to SMC 8.12.060(E). In order to ensure the continued success of all trees to be preserved on a project site, and of any replacement trees, a TPP may be considered for approval by the Tree Board or Planning Director, as appropriate, so long as it contains the following information:

1. An inventory and site plan showing the size, species, state of health, estimated crown diameter, accurate trunk location, and tree protection zone of each protected tree, and of each tree on an adjoining property that would be a protected tree if located on the subject property, whose tree protection zone is within or overlaps the development area. Each such tree shall be classified as: (a) retained and not impacted; (b) retained and impacted, with a description of the impact, its objective, and proposed mitigation; or (c) proposed for removal, with the objective of the removal.
2. Description of all proposed measures to ensure the survival of remaining trees throughout the entire development process.
3. Description of any proposed landscaping, irrigation, construction, or grading to be located within the tree protection zone of any protected tree to be retained, and the measures proposed to comply with SMC 8.12.052(A).
4. Proposed size, species, and location of replacement trees.
5. Description of maintenance program for the replacement trees, including type of irrigation system, staking, weed control and length of maintenance period.
6. Description of existing and proposed grading and drainage characteristics on the project site and adjoining properties as these characteristics relate to each tree in categories (a) through (c) of subsection (C)(1) of this section..

7. The location and type of tree protection fencing, the name and contact information of the arborist of record, and a note that the owner, permittee, and all contractors are required to comply with SMC 8.12.052 and 8.12.054.

8. The following condition shall be noted on any TPP, on any map sheet submitted with improvement plans, and on any building permit site plan which may be used in the performance of any site work including demolition, grading, trenching, compaction, or clearance within a tree protection zone of any subject tree to be retained on the project site, as well as for any tree on an adjacent site. It shall be the responsibility of the developer to ensure that it is met by any individuals involved in the construction of a project:

A Contractor is responsible for compliance with 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), will result in the issuance of a stop-work order, and may also result in the imposition of fines, penalties, or both.

D. *Performance Bond.* A performance bond, consistent with the specifications of SMC 16.44.100(B), shall be required prior to issuance of an entitlement, to assure protection of trees on the site. The amount of any bond shall be \$1,500 per tree that is required to be protected by the provisions of this chapter, or the appraised value of the affected tree(s) whichever is greater. To avoid unnecessary hardship, the Tree Board may reduce the amount of such bond or substitute other security. If, in the opinion of the City Arborist or Planning staff, no violation or damage has occurred during the construction, the bond shall be returned upon final building inspection. However, if damage has occurred, the bond for such affected tree(s) shall be held for three years and may be forfeited at the end of this period, if it is the opinion of the City Arborist or Planning staff that permanent damage has occurred. Such forfeited bond monies shall be deposited in the Tree Replacement Fund and used only as provided in SMC 8.12.065..

E. *Nonconformance.* In case of nonconformance with tree protection requirements, the City Building Official shall issue a stop work order until all requirements have been met.

F. *Unauthorized Work.* In case of unauthorized work, the City Building Official shall issue a stop work order until the project is brought into compliance with an approved tree protection plan. If unauthorized work has already caused damage, a stop work order shall be issued by the City Building Official, his/her designee, or City staff. The City Arborist or Planning staff shall determine if the tree can be saved or removed. If the tree must be removed, then the performance bond shall be forfeited or, if no bond was secured, then a penalty shall be levied pursuant to SMC 8.12.080. Unauthorized work performed by a tree service, arborist, or other person performing tree work for hire shall subject that person to the penalties of SMC 8.12.080 and, after notice and an opportunity to be heard, to suspension or revocation of the person's City business license as provided in SMC 8.12.080(E).

8.12.052 Construction within tree protection zones; protective fencing.

A. Construction of walls, foundations, buildings, paving, trenching, and grading within the tree protection zone of a protected tree designated to remain shall be limited to the minimum necessary to achieve the project's objectives. Where such work is unavoidable, it shall use root-protective methods recommended by the arborist of record, such as pier-and-grade-beam foundations, bridging over roots, boring instead of trenching, and hand or air excavation. Landscaping within a tree protection zone is discouraged. Where it is approved, drought-tolerant plants and water-conserving irrigation shall be used.

B. Before any demolition, grading, movement of heavy equipment, or other construction activity begins, the owner and permittee shall install tree protection fencing around each tree or group of trees designated to be preserved on the project site or an adjacent property. The fencing shall be of a type approved by the City Arborist or Planning staff and shall be at the limits of the tree protection zone unless the approved TPP specifies another location.

C. Parking of vehicles and storage of equipment, debris, or materials, including solvents, paints, and other toxic substances, within the tree protection zone of any tree designated to remain is prohibited during all phases of construction, including site preparation.

D. The owner and permittee shall keep fencing in place until the Planning staff or City Arborist confirms in writing that the trees are no longer in danger of construction damage. If the fencing must be moved or removed during construction, the owner or permittee shall first notify the arborist of record, and the arborist of record or the City Arborist shall be on site while work occurs within the tree protection zone.

E. The owner, permittee, and each contractor performing work on the site are each responsible for compliance with this section and with the approved TPP.

8.12.054 Arborist of record.

A. Each application that requires a TPP or a risk assessment under SMC 8.12.060(C)(3) shall designate an arborist of record on a form prescribed by the City.

B. Before accepting a designation, City staff shall confirm that the designated arborist is a certified arborist. If not, the City shall reject the designation, and the application shall be incomplete until an eligible arborist is designated.

C. The name, business name, and business contact information of the arborist of record shall be a public record and shall be shown on the TPP and the permit.

D. The owner may change the arborist of record by filing a change-of-designation form signed by the owner and the incoming arborist. The change is effective when City staff confirm the incoming arborist's eligibility under subsection B. The outgoing arborist may withdraw by written notice to the City and the owner.

E. The owner and permittee shall notify the arborist of record at least [two] business days before any work within the tree protection zone of a protected tree designated to remain, and before any change to the approved tree protection measures.

F. It is a violation of this chapter for the owner or permittee to (1) perform or allow work requiring an arborist of record when no arborist of record is designated, or (2) fail to provide the notice required by subsection E. An arborist of record who was not informed of the work as required by subsection E is not responsible for that work.

8.12.055 Tree work standards.

A. All tree work, whether or not a permit is required, shall be performed in accordance with the A300 standard.

B. Each application for a tree removal permit, and each TPP, shall state the objective of the proposed tree work. The work shall remove no more living material than necessary to achieve that objective.

C. If an objective can reasonably be achieved while retaining a tree, removing the tree removes more living material than necessary and is not authorized by any permit issued under this chapter.

8.12.060 Tree removal permit.

A tree removal permit (TRP) shall be required for tree removals within the City, as specified herein. All tree work, whether or not a TRP is required, is subject to SMC 8.12.055.

A. When a Tree Removal Permit Is Required.

1. No person shall allow or cause the removal of a tree that has a minimum diameter at breast height (d.b.h.) of 10 inches or more if the tree has a single trunk, or which has at least one trunk with a minimum d.b.h. of 10 inches if the tree has two or more trunks without first obtaining a TRP, unless otherwise exempted herein.

2. No person shall divide tree work on the same tree into separate phases or applications to avoid the requirement for a TRP.

B. Exemptions. A tree removal permit is not required for the following:

1. To remove a tree that, based on an analysis by the City Arborist, is dead or extremely diseased, or is in a hazardous condition which presents an immediate danger to public safety or property.
2. To prune less than one-third of the living tree crown within any [36]-month period, measured against the crown as it existed at the start of that period, in accordance with the A300 standard.
3. To remove tree as part of management practices in orchards, Christmas tree farms, or nurseries.
4. To remove an escaped exotic, as defined in SMC 8.12.040.
5. Tree work ordered in writing by a fire code official, or required to comply with defensible space requirements of state law or this code, limited to the minimum necessary to comply with the order or requirement.
6. To remove any tree from City property, where the City Arborist determines that the removal is consistent with one or more of the findings listed in subsection D of this section.

C. Tree Removal Permit – Application Content. Tree removal permit applications shall include the following information, and shall be submitted on a form prescribed by the City:

1. The size, species, and condition (e.g., diseased, healthy, etc.) of each tree proposed for removal. Size information shall include tree height and trunk d.b.h.
2. The objective of the proposed removal, selected from the following: (a) reduce risk; (b) clearance from structures, utilities, sidewalks, streets, or sight lines; (c) development under subsection (D)(4) of this section; (d) fire-hazard reduction; (e) tree health, including removal of dead, dying, or diseased parts; (f) solar access; (g) recurring maintenance under subsection (D)(3) of this section; or (h) other, described by the applicant.
3. If the objective is to reduce risk, a tree risk assessment prepared by a qualified tree risk assessor, using the ISA Tree Risk Assessment Qualification methodology and the risk assessment provisions of the A300 standard, that documents the current level of risk and the residual risk expected after the proposed tree work.
4. The size, species, location, and maintenance program of all trees proposed as replacement trees (see subsection E of this section).
5. The name and address of the owner(s) of the property upon which the tree(s) intended for removal is located. (Note: such person(s) permission shall be required before the Planning Department may process a TRP application.)
6. If a risk assessment is required under subsection (C)(3) of this section, the name of the arborist of record designated under SMC 8.12.054.

D. *Tree Removal Criteria.* An application for a tree removal permit may be approved only when at least one of the following conditions is satisfied, and that condition has been verified by the City Arborist, and the proposed work complies with SMC 8.12.055. In the case of single-family and duplex properties, upon noticing the tree removal request, the City Arborist shall consider the application and its merits under the requirements of this chapter. For all other applications, the Tree Board shall conduct a public hearing, consider the concerns of the applicant, as well as the value of the tree to the greater community during its review of a tree removal permit, and issue a determination.

1. The tree is diseased or structurally unsound and, as a result, is likely to become a significant hazard to life or property within the next two years.
2. The tree poses a likely foreseeable threat to life or property which cannot be reasonably mitigated through pruning, root barriers, or other management methods.
3. The property owner can demonstrate that there are unreasonably onerous recurring maintenance issues, which are deemed necessary for safety or protection of property. The property owner is responsible for providing documentation to support such a claim.
4. A situation exists or is proposed in which structures or improvements, including, but not limited to, hydrotherapy pools not larger than 200 SF, accessible paths of travel and solar energy systems, such as solar panels, cannot be reasonably designed or altered to avoid the need for tree removal.

5. The tree has matured to such an extent that it is determined to be out of scale with adjacent structures and utilities, or with other landscape features, such that its continued growth will cause, or has caused, recurring damage to those structures or utilities that cannot reasonably be avoided by pruning or other management.

E. *Replacement Trees.* Any tree removal permit authorized pursuant to the previous sections of this chapter shall include a condition requiring the provision of replacement trees, in-lieu fee payment, or an approved alternative, to the extent required by the findings under subsection (E)(1) of this section, as follows:

1. Replacement calculation. For each tree removed, the number of replacement trees shall be calculated on a worksheet prescribed by the City, as follows. The completed worksheet, with supporting photos and measurements, is the City's finding for that tree and shall be included in the decision.

a. Baseline, by d.b.h.: 10 to 17 inches, [one] tree; 18 to 23 inches, [two] trees; 24 to 35 inches, [three] trees; 36 inches or more, [four] trees.

b. No replacement is required if (i) the City Arborist confirms the tree is dead, or (ii) a qualified tree risk assessor rates the tree's risk "high" or "extreme" and no measure other than removal would reduce it.

c. Subtract one tree for each of the following that applies: (i) the City Arborist rates the tree's condition below [40] percent using the condition-rating method of the Guide for Plant Appraisal, 10th Edition; (ii) no part of the tree is visible from a public street, sidewalk, park, or other public place, or from a neighboring property.

d. Add one tree for each of the following that applies: (i) the tree is a native species listed in Appendix A to this chapter; (ii) any part of the canopy overhangs a public street, sidewalk, or park, or the trunk is within [50] feet of the top of bank of a creek.

e. The result shall be no less than zero and no more than the baseline plus two.

2. Adjustment on request. If the applicant shows, with evidence, that the calculated requirement is disproportionate to the actual impact of the removal, the City Arborist or Tree Board, as applicable, may reduce it and shall state the reasons in writing. The decision-maker may not otherwise depart from the calculation.

3. Size and site capacity. Replacement trees shall be at least [15-gallon] size. A [24-inch box] tree counts as [two] replacement trees. The number of trees required on site shall not exceed what the site's available plantable area can reasonably support at maturity, as determined by the City Arborist. Any remainder shall be satisfied under subsection (E)(7)(b) or (E)(7)(c) of this section.

4. In-lieu fee. The in-lieu fee equals the number of required replacement trees not planted under subsection (E)(7)(a) or (E)(7)(b) of this section, multiplied by a per-tree fee set by resolution of the City Council. The per-tree fee shall equal the City's reasonable cost to acquire, plant, and maintain a replacement tree through a [three]-year establishment period, based on a cost study [currently estimated at \$1,750.00].

5. Replacement trees shall be selected from the following list of approved replacement trees based on the recommendation of the Planning staff or City Arborist, and with the approval of the Tree Board, or City Arborist, as applicable. If the applicant would like to install replacement trees which are not included in this list, such a request may be considered by the Tree Board, or City Arborist, as applicable.

Common Name	Scientific Name
Amur maple	Acer ginnala
Big leaf maple	Acer macrophyllum
Black oak	Quercus kelloggii
California bay	Umbellularia californica
Chinese elm	Ulmus parvifolia
Chinese pistache	Pistacia chinensis
Coast live oak	Quercus agrifolia
Crape myrtle	Lagerstroemia indica
Gravenstein apple	Malus Gravenstein
Interior live oak	Quercus wislizenii
Japanese maple	Acer palmatum
Madrone	Arbutus menziesii
Oregon ash	Fraxinus latifolia
Port Orford cedar	Chamaecyparis lawsoniana
Red alder	Alnus oregona
Red oak	Quercus rubra

Common Name	Scientific Name
Trident maple	Acer buergeranum
Western redbud	Cercis occidentalis
Western red cedar	Thuja plicata
Valley oak	Quercus lobata
Fruit Tree	Any Fruit or Nut Tree
Various	Any Tree a Professional Arborist deems appropriate to the Site Conditions.

6. Replacement trees which are to be located within 20 feet of utility lines shall be of a species which has a maximum height at maturity of less than 20 feet.

7. The applicant may satisfy the condition for tree replacement by completing one of the following measures:

- a. Locate the replacement trees on site, in a location determined to be appropriate by the City Arborist.
- b. Locate the replacement trees off site, in a public landscaped area or park. In this case, the applicant must contact the Public Works Director to arrange for the purchase, planting and location of the replacement trees.
- c. Pay an in-lieu fee under subsection (E)(4) of this section to the City of Sebastopol Tree Replacement Fund. This fee must be paid in full prior to approval of improvement plans, or prior to issuance of a building permit, whichever happens first.

F. Public Notification of Tree Removal.

1. Trees proposed for removal shall be marked by City staff with a form prescribed by the City. Notice of a tree removal permit application shall be posted on the subject parcel, and in at least two public places within 300 feet of the affected trees, at least 10 calendar days prior to the date of the Sebastopol Tree Board meeting at which the application will be considered.

2. Notice of a development application whose TPP proposes the removal of a protected tree shall be mailed to the owners [and occupants] of all property within 600 feet of the affected trees at least [10] calendar days before the City Arborist's decision or the Tree Board hearing.

3. For trees on public property, notice shall also be posted at each entrance of the park or facility where the tree is located for at least 14 days before the hearing, and published at least once in a newspaper of general circulation in the City at least [10] days before the hearing.

G. *Tree Removal Hours.* Except in the case of an emergency, as defined in SMC 8.25.040, no tree shall be removed or altered on any parcel except during the following hours:

Monday through Friday, 7:00 a.m. to 8:00 p.m., and Saturday and Sunday, 8:00 a.m. to 5:00 p.m.; except that work authorized by a tree removal permit shall be performed only Monday through Friday, [8:00 a.m. to 5:00 p.m.], being the hours during which City staff are available to respond to inquiries about permitted work.

Additionally, except in the case of an emergency, no tree shall be removed or altered on any parcel on any of the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Christmas Day, and Thanksgiving Day. (Ord. 1153 § 2, 2025)

8.12.065 Tree Replacement Fund.

A. The City shall maintain a separate Tree Replacement Fund. In-lieu fees under SMC 8.12.060(E), forfeited bonds under SMC 8.12.050(D), and penalties collected under SMC 8.12.080 shall be deposited in the fund and accounted for separately from other City funds.

B. Money in the fund shall be used only to mitigate the loss of trees to the community by: (1) purchasing replacement trees; (2) planting replacement trees; (3) watering, staking, pruning, and otherwise caring for replacement trees through their establishment period; (4) replacing replacement trees that fail during that period; and (5) paying the portion of City staff costs, documented by time records, that is attributable to administering these activities.

C. Money in the fund shall not be used for public education, care of existing trees, acquisition of land, or staff costs not documented under subsection (B)(5) of this section.

8.12.070 Tree planting near power lines.

Any trees that will reach a height greater than 20 feet at maturity shall not be planted within 20 feet (measured horizontally) of overhead utility lines.

8.12.080 Violations and enforcement.

A. Violations. It is a violation of this chapter for any person to do, or to cause or allow, any of the following: (1) tree work requiring a permit without a valid permit; (2) tree work that exceeds the scope of a permit or removes more living material than necessary to achieve the stated objective, contrary to SMC 8.12.055; (3) any act contrary to an approved TPP or to SMC 8.12.052; (4) any act contrary to SMC 8.12.054; (5) any impact or disturbance that results in significant loss of health, vigor, or longevity of a protected tree in violation of this chapter; or (6) submitting an application, TPP, or tree risk assessment containing information the person knows to be false. Each protected tree affected is a separate violation.

B. Administrative penalty – Base amount.

1. The base amount of the administrative penalty for a violation affecting a protected tree is the appraised loss: the difference between the tree's appraised value immediately before the violation and its appraised value immediately after the violation.
2. Where the tree has been removed or altered, the City Arborist may determine appraised value from the best available evidence, including stump and root-flare measurements, photographs, aerial and street-level imagery, prior permit records, and comparable trees on or near the site.
3. The appraised loss is presumed to be the detriment to the community caused by the violation. The person charged may rebut the presumption with evidence that the work did not cause significant detriment to the community, for example because the tree was dead, was a hazard that could not otherwise be mitigated, or was not visible from any public place or neighboring property and provided no significant shade, habitat, or stormwater benefit beyond the parcel. The hearing officer may reduce the base amount to reflect the detriment actually proved.
4. The reasonable installed cost of replacement trees planted to remedy the violation, as required by the City under SMC 8.12.060(E), shall be credited against the base amount.
5. The person charged shall also pay the City's reasonable costs of investigation and enforcement, as set by resolution of the City Council.

C. Culpability. The base amount, after any credit, shall be multiplied according to the most culpable state of mind proved for the violation:

1. Negligently (failed to exercise the care a reasonable person would exercise under the circumstances): [1×].
2. Recklessly (consciously disregarded a substantial risk that the conduct violated this chapter): [1.5×].
3. Knowingly (was aware the conduct violated this chapter): [2×].
4. Intentionally (acted with the purpose of accomplishing the prohibited result): [3×].
5. Maliciously (acted with intent to injure the tree, its owner, or the community, or with willful disregard of the rights of others): [3×], and referral for prosecution under subsection D of this section.

Evidence of state of mind may include the number of trees affected; prior violations or warnings; receipt of notice of this chapter or of a permit condition; whether the person is a tree service, arborist, developer, or other professional who regularly performs or contracts for tree work; and any attempt to conceal the work. No penalty under this section shall be imposed for a violation that occurred without at least negligence. The City may still require replacement under SMC 8.12.060(E) in that case.

D. Criminal penalties. A violation committed knowingly, intentionally, or maliciously may be prosecuted as a misdemeanor, punishable as provided in Government Code section 36901. Any other violation of this chapter is an infraction punishable as provided in Government Code section 36900. Criminal penalties are in addition to the administrative penalty.

E. Professional sanctions.

1. When a tree service, arborist, or other person performing tree work for hire commits a violation recklessly, knowingly, intentionally, or maliciously, the City may, after notice and an opportunity to be heard, suspend that person's City business license for up to [180] days. For an intentional or malicious violation, the City may revoke it.
2. A qualified tree risk assessor who knowingly fails to follow the methodology required by SMC 8.12.060(C)(3), or knowingly misstates current or residual risk, is subject to an administrative penalty of up to [\$_____] per assessment and to sanctions under subsection (E)(1) of this section.

F. Procedure. Administrative penalties shall be imposed, and may be contested, under [SMC Chapter ____ (Administrative Citations)] and Government Code section 53069.4.

G. Other Violations. Violations of any other provisions of this chapter shall be deemed an infraction and shall be punishable as prescribed by law.

H. Civil Remedies. Trees within the City of Sebastopol are valuable assets to its citizens, and as a result of loss or damage to these trees, the public should be recompensed. In addition to any penalties provided by this section, any person who damages a tree in violation of the terms of this chapter is responsible for conditions as described in SMC 8.12.060(E). The City may bring a civil action to collect any penalty or cost imposed under this section, to obtain injunctive relief, and to obtain any other remedy available at law. For trees on City property, the City may also recover damages as the owner of the tree. The remedies in this chapter are cumulative.

8.12.090 Appeals.

Persons dissatisfied with any action of the Tree Board may appeal such action pursuant to Chapter 17.455 SMC. Persons dissatisfied with any action of the City Arborist may appeal such action to the Tree Board, and such decision may be further appealed to the City Council.

8.12.100 Fees.

Fees will be charged for services provided by City staff in conjunction with the processing of a tree protection plan or tree removal permit as set forth and amended by resolution of the City Council. The schedule of fees is available from the City Planning Department.

Appendix A. Native Species

The following species are native species for purposes of SMC 8.12.060(E)(1)(d): Bigleaf maple (*Acer macrophyllum*); Box elder (*Acer negundo* ssp. *californica*); Buckeye (*Aesculus californica*); White alder (*Alnus rhombifolia*); Madrone (*Arbutus menziesii*); Hawthorn (*Crataegus douglasii*); Oregon ash (*Fraxinus latifolia*);

Douglas fir (*Pseudotsuga menziesii*); Coast live oak (*Quercus agrifolia*); Oregon oak (*Quercus garryana*); Black oak (*Quercus kelloggii*); Valley oak (*Quercus lobata*); any naturally occurring hybrid of the *Quercus* species listed; California bay (*Umbellularia californica*); Sandbar willow (*Salix hindsiana*); Yellow willow (*Salix lasiolepis*); Red willow (*Salix laevigata*); Coast redwood (*Sequoia sempervirens*); Tanbark oak (*Lithocarpus densiflora*); California black walnut (*Juglans hindsii*).

REMOVING OR PRUNING A TREE?



A step-by-step guide to Sebastopol's tree rules: when you need a permit, how to apply, and what happens next.

Most tree work does not need a permit. This guide helps you find out in about two minutes.

Four steps

1

Check

Do you need a permit at all?

Page 2

2

Apply

Gather photos, measurements and your reason.
Pages 4–5

3

Review

The City reviews and posts a public notice.

Page 6

4

Replace

Plant replacement trees, then do the work.
Pages 7–9

Quick answers



Small trees are free to remove. If every trunk measures less than 31 inches around at 4½ feet up, no permit is needed.



Most pruning is fine. Taking off less than one-third of the leafy canopy over 3 years needs no permit.



Some trees are always exempt. Eucalyptus, acacia, tree of heaven and tamarisk can be removed at any size.

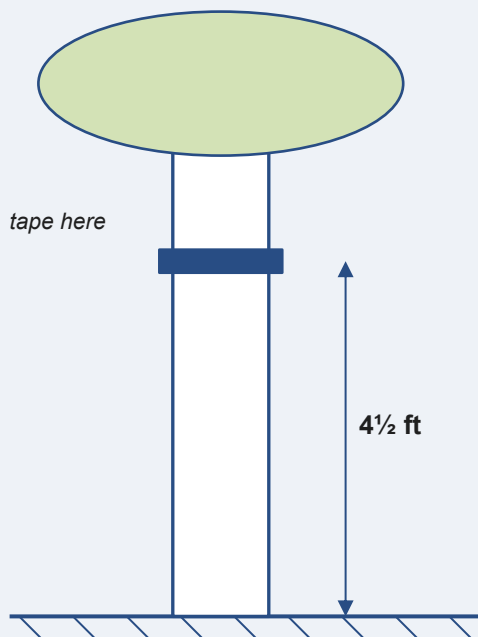


Emergency? Make the area safe first. Then contact the City (see page 3).

DO I NEED A PERMIT?

Start by measuring your tree. Then answer the questions on the right, in order. Stop at the first “yes.”

How to measure



Wrap a tape measure around the trunk 4½ feet above the ground.

31 inches or more around (10 inches across) means it is a **protected tree**.

Several trunks? If the tree splits below 4½ feet, measure each trunk. If any one is 31"+ around, the tree is protected.

1

Is it an “escaped exotic”?

Eucalyptus, acacia, tree of heaven, tamarisk, plume albizia.

YES → No permit needed.

NO ↓

2

Is every trunk under 31" around?

Measured 4½ feet above the ground.

YES → No permit needed.

NO ↓

3

Are you only pruning?

Less than ¼ of the living canopy in any 3 years, done to ANSI A300 standards.

YES → No permit needed. See page 3.

NO ↓

4

Is the tree dead or an immediate danger?

Dead, severely diseased, or about to fall on people or property.

YES → Call the City first to confirm.

NO ↓

5

Ordered by a fire official?

A written order or defensible-space requirement.

YES → No permit for the minimum required.

Still no? You need a Tree Removal Permit.

Go to Step 2 on page 4.



Good to know

- **The rules apply to every property in Sebastopol:** homes, businesses and public land.
- **It's the trunk that counts.** If the trunk is on your neighbor's side of the line, it's their tree, and you need their written permission to apply.
- **Orchards, Christmas tree farms and nurseries** may remove trees as part of normal operations without a permit.
- **Don't split the job up.** Doing the work in stages to stay under the limits still counts as one job.

PRUNING AND EMERGENCIES

Common situations that come up before anyone applies for a permit.



Pruning without a permit

The one-third rule: you can remove up to one-third of a tree's living canopy in any 3-year period without a permit. Count it from how the tree looked at the start of that period. Two "light" trims a year apart add up.



up to $\frac{1}{3}$ OK

must stay

- Hire someone who prunes to ANSI A300 standards. Topping and stubbing are not acceptable.
- Take dated photos before and after. They protect you if questions come up later.
- Remove only what you need to reach your goal: clearance, safety or health.



If a tree is an emergency

- 1 Get safe.** Keep people away. Call 911 for injuries, or PG&E if lines are down.
- 2 Do only what makes it safe.** Remove the immediate danger, nothing more.
- 3 Photograph everything,** before and after, with the date.
- 4 Contact the City** as soon as possible, and no later than the next business day. The City Arborist must confirm the tree was dead or hazardous.



Your neighbor's tree

- The tree belongs to whoever's property the trunk stands on.
- Removing it requires the owner's written permission and, if it is protected, a permit.
- Trimming branches that hang over your side still has to follow the one-third rule. Talk to your neighbor first.



Fire safety

- Work required by a written order from a fire official, or by defensible-space rules, does not need a permit.
- Do only the minimum needed to meet the order.
- Keep a copy of the order.



Planting near power lines

- Don't plant a tree that will grow taller than 20 feet within 20 feet of overhead lines.
- Pick a smaller species instead. The City can suggest options.

GET READY TO APPLY

A complete application is the fastest way to a decision. Here's what to have ready.



Tree measurements

Trunk size (around or across at 4½ ft), approximate height, and species if you know it.



Photos

The whole tree, the trunk base, and any problem: cracks, decay, damage to structures.



Your reason

Choose one: reduce risk · clearance from buildings, lines or sidewalks · construction · fire-hazard reduction · tree health · solar access · recurring maintenance · other.



Owner's permission

If you don't own the property, the written permission of the owner(s).



Replacement plan

Where you'd plant replacement trees and what species, or whether you'll pay the fee instead (see page 7).



Supporting documents

Anything that backs up your reason: repair invoices, plumber reports, an arborist's letter (see page 5).



Do I need to hire an arborist?

Usually not. You only need one in two situations:

- **Your reason is “reduce risk.”** Include a tree risk assessment by an ISA Certified Arborist who also holds the Tree Risk Assessment Qualification (TRAQ). It must show the risk now and the risk after the proposed work.
- **You're building or remodeling near a protected tree.** You'll need a Tree Protection Plan and a named “arborist of record” (see page 10).

Any arborist you hire must have a current City of Sebastopol business license.

Apply online

cityofsebastopol.gov/tree-removal-permits

Questions before you apply? Call Planning at (707) 823-6167 or email planning@cityofsebastopol.gov.

REASONS THE CITY CAN APPROVE

A permit can be approved for any one of these five reasons. The more clearly you document yours, the smoother the review.

REASON	EXAMPLE	WHAT TO INCLUDE
1 The tree is diseased or structurally unsound , and likely to become a serious hazard within 2 years.	<i>A large decay cavity; a cracked or split trunk; a fungus at the base.</i>	Photos; an arborist's letter or risk assessment.
2 The tree is a likely threat to people or property that can't reasonably be fixed by pruning, root barriers or other care.	<i>A heavy lean over the house with the root plate lifting.</i>	Risk assessment by a TRAQ-qualified arborist.
3 Upkeep is unreasonably burdensome and needed for safety or to protect property.	<i>Roots repeatedly blocking a sewer line; limbs repeatedly damaging a roof.</i>	Dated repair invoices, plumber reports, photos over time.
4 A needed improvement can't be designed around the tree , such as an accessible path, solar panels, or a spa up to 200 sq ft.	<i>A ramp to the front door with no other workable route.</i>	A site plan showing the alternatives you considered.
5 The tree has outgrown its spot , and its growth is causing, or will cause, recurring damage that pruning can't avoid.	<i>A redwood lifting a foundation or a driveway.</i>	Photos and repair records; a contractor's or arborist's letter.



The City looks for the smallest fix that works

Every permit follows one principle: remove no more of the tree than needed to solve the problem. If pruning, a root barrier or a design change would solve it, the City will ask for that instead of removal. Saying so up front, and explaining why other fixes won't work, makes your application stronger.

WHAT HAPPENS AFTER YOU APPLY

Who decides depends on what kind of property the tree is on.



Single-family homes and duplexes

The City Arborist reviews your application and decides. No public hearing is needed.



All other properties

Businesses, apartments, institutions and public land. The Tree Board (the City's Design Review Board) holds a public hearing and decides.

The review, step by step



Extra notice for construction

If a building or development project plans to remove a protected tree, the City also mails notice to property owners within 600 feet at least 10 days before the decision. For trees on public land, notice is posted at the park or facility entrance for 14 days and published in a local newspaper.



Disagree with a decision?

- **City Arborist decision** → appeal to the Tree Board.
- **Tree Board decision** → appeal to the City Council.
- Appeals have deadlines and may have a fee. Ask the Planning Department as soon as you receive the decision.

REPLACEMENT TREES AND WORK HOURS

Most approved removals come with a requirement to replace the canopy that's lost.

How many replacement trees?

TRUNK AROUND	TRUNK ACROSS	REPLACE WITH
31"–56"	10"–17"	1 tree
57"–74"	18"–23"	2 trees
75"–112"	24"–35"	3 trees
113" or more	36" or more	4 trees

Then adjust:

- **None needed** if the tree is dead, or an arborist rates it high or extreme risk.
- **–1** if it's in poor condition. **–1** if it can't be seen from a street, park or neighbor.
- **+1** if it's a native species (oak, bay, madrone, maple, ash and others). **+1** if it overhangs a street, sidewalk or park, or stands near a creek.
- **Size:** 15-gallon minimum; a 24-inch box counts as two. See pages 8–9 for trees to choose from.

Three ways to replace



Plant on your property

In a spot the City Arborist approves. Care for the trees for 3 years and send photos at year 1 and year 3. Replace any that die. The City may lower your fee for each tree you plant.



Plant in a public park

Arrange it with Public Works. You cover the tree, planting, and 3 years of care.



Pay the in-lieu fee

\$1,750 per replacement tree (set by City Council). It pays for planting and caring for a tree elsewhere in town. Due before building permits are issued.

When the work can happen

TYPE OF WORK	MONDAY–FRIDAY	SATURDAY–SUNDAY
Removal under a permit	8:00 a.m. – 5:00 p.m.	Not allowed
All other tree work (pruning, exempt removals)	7:00 a.m. – 8:00 p.m.	8:00 a.m. – 5:00 p.m.

No tree work on New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving or Christmas, except emergencies. Permitted removals are limited to weekday business hours so City staff can answer questions while the work is underway.



SMALL AND MEDIUM TREES

Small trees (under 25 feet) suit small yards and spots near power lines. Medium trees give real shade without overwhelming a lot.

 PHOTO	Western redbud <i>Cercis occidentalis</i> MATURE HEIGHT 10–20 ft CA native · Under power lines — Magenta spring flowers.	 PHOTO	Amur maple <i>Acer ginnala</i> MATURE HEIGHT 15–20 ft Under power lines — Small, tough; bright red fall color.
 PHOTO	Japanese maple <i>Acer palmatum</i> MATURE HEIGHT 10–25 ft Dwarf types fit under lines — Fine-textured; best with afternoon shade.	 PHOTO	Grape myrtle <i>Lagerstroemia indica</i> MATURE HEIGHT 10–25 ft Dwarf types fit under lines — Long summer bloom; smooth, peeling bark.
 PHOTO	Gravenstein apple <i>Malus 'Gravenstein'</i> MATURE HEIGHT 15–25 ft Sebastopol heritage — The apple on the City seal.	 PHOTO	Trident maple <i>Acer buergerianum</i> MATURE HEIGHT 20–30 ft Good street tree; handles heat and clay soil.
 PHOTO	Chinese pistache <i>Pistacia chinensis</i> MATURE HEIGHT 30–40 ft Brilliant orange-red fall color; drought tolerant.	 PHOTO	Chinese elm <i>Ulmus parvifolia</i> MATURE HEIGHT 40–50 ft Fast shade; mottled bark.
 PHOTO	Interior live oak <i>Quercus wislizeni</i> MATURE HEIGHT 30–50 ft CA native — Evergreen; dense shade.	 PHOTO	Madrone <i>Arbutus menziesii</i> MATURE HEIGHT 30–60 ft CA native — Red peeling bark; needs good drainage.

 Green bar = typical mature height on a 0–80 ft scale. Heights are typical for local yards and streets; trees in the wild can grow taller. Trees within 20 feet of overhead power lines must mature under 20 feet.

LARGE TREES

Large trees give the most shade, habitat and long-term value. Give them room: a big yard, a park, or a wide planting strip.

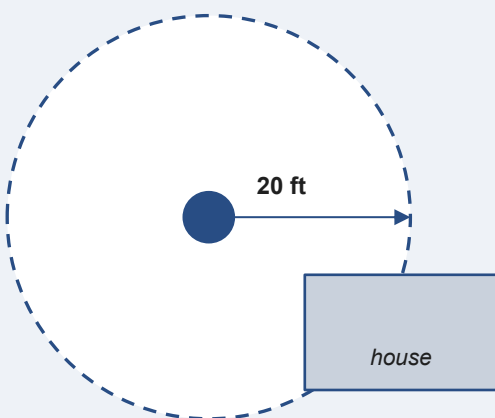
 PHOTO	Coast live oak <i>Quercus agrifolia</i> MATURE HEIGHT 30–60 ft CA native — Evergreen; wide, spreading canopy.
 PHOTO	Port Orford cedar <i>Chamaecyparis lawsoniana</i> MATURE HEIGHT 40–60 ft Narrow evergreen; screening.
 PHOTO	California bay <i>Umbellularia californica</i> MATURE HEIGHT 30–75 ft CA native — Evergreen, aromatic leaves; very adaptable.
 PHOTO	Black oak <i>Quercus kelloggii</i> MATURE HEIGHT 30–80 ft CA native — Deciduous; yellow fall color.
 PHOTO	Red alder <i>Alnus rubra</i> (<i>A. oregana</i>) MATURE HEIGHT 40–80 ft CA native — Fast-growing; suits wet sites.
 PHOTO	Oregon ash <i>Fraxinus latifolia</i> MATURE HEIGHT 40–60 ft CA native — Likes moist soil; good near creeks.
 PHOTO	Red oak <i>Quercus rubra</i> MATURE HEIGHT 50–75 ft Fast-growing shade tree; red fall color.
 PHOTO	Western red cedar <i>Thuja plicata</i> MATURE HEIGHT 50–70 ft Tall evergreen; needs room and water.
 PHOTO	Bigleaf maple <i>Acer macrophyllum</i> MATURE HEIGHT 50–80 ft CA native — Huge leaves; needs a large yard.
 PHOTO	Valley oak <i>Quercus lobata</i> MATURE HEIGHT 40–80 ft CA native — California's largest oak; for big spaces.

Also allowed: any fruit or nut tree, or another species a certified arborist recommends for your site, with City approval. Heights are typical for local yards and streets; ask the City Arborist about your site.

BUILDING NEAR A TREE

If your project comes near a protected tree, you'll need a Tree Protection Plan with your permit application.

The tree protection zone



Example: a tree 20 inches across has a zone reaching 20 feet from the trunk in every direction (1 foot for each inch). Your arborist can propose a different shape where existing buildings or paving already limit the roots. The City Arborist must approve it.

When you need a Tree Protection Plan

For a home or duplex project, only if any part of the work falls inside the protection zone of a protected tree (yours or a neighbor's), or may require removing one. **That includes where trucks drive, materials are stored, and trenches go, not just the building footprint.**

Rules inside the zone

- **Fence it first:** before demolition or grading begins.
- **No parking or storage:** no vehicles, materials, debris, paint or solvents.
- **Dig gently:** use pier foundations, bore instead of trench, or dig by hand where possible.
- **Call your arborist:** give your arborist of record 2 business days' notice before working inside the zone.



If a tree is cut or damaged without a permit

- **You may owe a penalty based on the tree's appraised value,** plus the City's enforcement costs. Replacement trees you plant are credited against it.
- **Penalties are higher when it's deliberate:** up to 3 times the base amount for intentional violations.
- **Each tree counts separately.** Construction work can be stopped until things are fixed.
- **Hiring a tree service?** Make sure it has a City business license and that any needed permit is in hand. Property owners can be held responsible too.



Questions? We're here to help.

cityofsebastopol.gov/tree-removal-permits

Planning Department · 7120 Bodega Avenue, Sebastopol, CA 95472 · (707) 823-6167 · planning@cityofsebastopol.gov

Ask before you cut. It's free, and much easier than fixing a problem afterward.

Tree Replacement Worksheet

SMC 8.12.060(E) — DRAFT. The completed worksheet, with photos and measurements, is the City's finding for each tree.

Application no.
Property address
Owner / applicant

Decision by (City Arborist / Tree Board)
Prepared by
Date

#	Species (common name)	Trunk AROUND at 4½ ft (in)	Trunk ACROSS (d.b.h., in) — if measured	Dead (City Arborist confirmed)?	High/extreme risk, no fix but removal?	Condition rating (%)	Visible from street, park or neighbor?	Native species (Appendix A)?	Canopy overhangs street, sidewalk or park?	Distance to creek top of bank (ft, blank if none)	d.b.h. used (in)	Baseline trees	Adjust- ments	REQUIRED replacement trees	Planted on site (tree equivalents)	Planted off site via Public Works	Trees paid by fee	In-lieu fee (\$)
1																		
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		
TOTALS														0	0	0	0	—

Adjustment on request (E.2) — only if the applicant shows the result is disproportionate

Calculated replacement trees0

Reduced number approved under E.2 (leave blank if none)

Trees planted on or off site0

FINAL replacement trees required0

FINAL in-lieu fee due—

Written reasons for any reduction (required):

City Arborist signature

Date

Legend: yellow cells with blue text = enter data (Y/N from the dropdown). White/grey cells = calculated; do not edit. Trunk: enter EITHER around OR across. Settings tab holds the fee and draft values.

Settings (draft values from proposed SMC 8.12.060(E))

Yellow cells with blue text are the bracketed draft values. Change them here and every worksheet updates. Tabs: Worksheet = blank form for one application; Examples = four sample trees.

Setting	Value	Source / note
Per-tree in-lieu fee (\$)	\$1,750	E.4: set by City Council resolution from a cost study. Draft estimate [\$1,750].
Condition cutoff (rating below this = poor)	40%	E.1(c)(i): City Arborist rating, Guide for Plant Appraisal 10th Ed. condition method. Draft [40%].
Creek distance (ft from top of bank)	50	E.1(d)(ii): trunk within this distance adds one tree. Draft [50 ft].
Maximum trees above baseline	2	E.1(e): result capped at baseline plus this number.
Minimum for any tree not dead/high-risk	0	Board option. Draft is 0 (a healthy tree can calculate to zero). Set to 1 to require at least one replacement.
Replacement trees counted per 24-inch box	2	E.3: a 24-inch box tree counts as [two]. Use when entering trees planted.
Protected tree threshold, d.b.h. (in)	10	8.12.040: protected at 10 inches d.b.h. or more.

Baseline replacement trees by trunk diameter (E.1(a))

d.b.h. at least (inches)	Trees	Note
0	0	Under 10 in.: not a protected tree, no permit or replacement
10	1	10–17 in. (about 31–56 in. around)
18	2	18–23 in. (about 57–74 in. around)
24	3	24–35 in. (about 75–112 in. around)
36	4	36 in. or more (113 in. or more around)

How the calculation works

1. Baseline from trunk diameter (table above). Trunk can be entered as distance across (d.b.h.) or distance around; around $\div \pi$ = across.
2. Zero if the City Arborist confirms the tree is dead, or a TRAQ assessor rates it high/extreme risk with no fix but removal (E.1(b)).
3. Subtract 1 if condition rating is below the cutoff. Subtract 1 if not visible from any public place or neighboring property (E.1(c)).
4. Add 1 if a native species in Appendix A. Add 1 if canopy overhangs a public street, sidewalk or park, or trunk is within the creek distance (E.1(d)).
5. Result is at least the minimum (and never below 0) and at most baseline + cap (E.1(e)). The applicant may request a reduction under E.2; record it in the adjustment box.
6. Fee = required trees not planted on or off site $\times$ per-tree fee (E.4).

Examples (sample trees, for reference)

SMC 8.12.060(E) — DRAFT. The completed worksheet, with photos and measurements, is the City's finding for each tree.

Application no.
Property address
Owner / applicant

Decision by (City Arborist / Tree Board)
Prepared by
Date

#	Species (common name)	Trunk AROUND at 4½ ft (in)	Trunk ACROSS (d.b.h., in) — if measured	Dead (City Arborist confirmed)?	High/extreme risk, no fix but removal?	Condition rating (%)	Visible from street, park or neighbor?	Native species (Appendix A)?	Canopy overhangs street, sidewalk or park?	Distance to creek top of bank (ft, blank if none)	d.b.h. used (in)	Baseline trees	Adjust- ments	REQUIRED replacement trees	Planted on site (tree equivalents)	Planted off site via Public Works	Trees paid by fee	In-lieu fee (\$)
1	Coast live oak		24	N	N	75%	Y	Y	N		24.0	3	+1	4			4	\$7,000
2	Plum (backyard)	63		N	N	65%	N	N	N		20.1	2	-1	1			1	\$1,750
3	Monterey pine		14	N	N	30%	Y	N	N		14.0	1	-1	0			0	—
4	Black walnut (dead)		30	Y	N		Y	Y	N		30.0	3	n/a	0			0	—
5	Valley oak near creek		38	N	N	80%	Y	Y	Y	30	38.0	4	+2	6	2		4	\$7,000
6																		
7																		
8																		
9																		
10																		
TOTALS														11	2	0	9	\$15,750

Adjustment on request (E.2) — only if the applicant shows the result is disproportionate

Calculated replacement trees
Reduced number approved under E.2 (leave blank if none)
Trees planted on or off site
FINAL replacement trees required
FINAL in-lieu fee due

11

2
11
\$15,750

Written reasons for any reduction (required):

City Arborist signature

Date

Legend: yellow cells with blue text = enter data (Y/N from the dropdown). White/grey cells = calculated; do not edit. Trunk: enter EITHER around OR across. Settings tab holds the fee and draft values.